

Form 1023 Checklist

(Revised June 2006)

Application for Recognition of Exemption under Section 501(c)(3) of the Internal Revenue Code

Note. Retain a copy of the completed Form 1023 in your permanent records. Refer to the General Instructions regarding Public Inspection of approved applications.

Check each box to finish your application (Form 1023). Send this completed Checklist with your filled-in application. If you have not answered all the items below, your application may be returned to you as incomplete.

- ☒ Assemble the application and materials in this order:
- Form 1023 Checklist
 - Form 2848, *Power of Attorney and Declaration of Representative* (if filing)
 - Form 8821, *Tax Information Authorization* (if filing)
 - Expedite request (if requesting)
 - Application (Form 1023 and Schedules A through H, as required)
 - Articles of organization
 - Amendments to articles of organization in chronological order
 - Bylaws or other rules of operation and amendments
 - Documentation of nondiscriminatory policy for schools, as required by Schedule B
 - Form 5768, *Election/Revocation of Election by an Eligible Section 501(c)(3) Organization To Make Expenditures To Influence Legislation* (if filing)
 - All other attachments, including explanations, financial data, and printed materials or publications. Label each page with name and EIN.
- ☒ User fee payment placed in envelope on top of checklist. DO NOT STAPLE or otherwise attach your check or money order to your application. Instead, just place it in the envelope.
- ☒ Employer Identification Number (EIN)
- ☒ Completed Parts I through XI of the application, including any requested information and any required Schedules A through H.
- You must provide specific details about your past, present, and planned activities.
 - Generalizations or failure to answer questions in the Form 1023 application will prevent us from recognizing you as tax exempt.
 - Describe your purposes and proposed activities in specific easily understood terms.
 - Financial information should correspond with proposed activities.
- ☒ Schedules. Submit only those schedules that apply to you and check either "Yes" or "No" below.
- | | | | |
|------------|---------------------|------------|---------------------|
| Schedule A | Yes ___ No <u>✓</u> | Schedule E | Yes ___ No <u>✓</u> |
| Schedule B | Yes ___ No <u>✓</u> | Schedule F | Yes ___ No <u>✓</u> |
| Schedule C | Yes ___ No <u>✓</u> | Schedule G | Yes ___ No <u>✓</u> |
| Schedule D | Yes ___ No <u>✓</u> | Schedule H | Yes ___ No <u>✓</u> |

- ☒ An exact copy of your complete articles of organization (creating document). Absence of the proper purpose and dissolution clauses is the number one reason for delays in the issuance of determination letters.
- Location of Purpose Clause from Part III, line 1 (Page, Article and Paragraph Number) Pg 1, Art 4, Para 1-2
 - Location of Dissolution Clause from Part III, line 2b or 2c (Page, Article and Paragraph Number) or by operation of state law Pg 2, Art 7, Para 1
- ☒ Signature of an officer, director, trustee, or other official who is authorized to sign the application.
- Signature at Part XI of Form 1023.
- ☒ Your name on the application must be the same as your legal name as it appears in your articles of organization.

Send completed Form 1023, user fee payment, and all other required information, to:

Internal Revenue Service
P.O. Box 192
Covington, KY 41012-0192

If you are using express mail or a delivery service, send Form 1023, user fee payment, and attachments to:

Internal Revenue Service
201 West Rivercenter Blvd.
Attn: Extracting Stop 312
Covington, KY 41011



Power of Attorney and Declaration of Representative

► Type or print. ► See the separate instructions.

OMB No. 1545-0150

For IRS Use Only

Received by:

Name _____

Telephone _____

Function _____

Date ____/____/____

Part I Power of Attorney

Caution: A separate Form 2848 should be completed for each taxpayer. Form 2848 will not be honored for any purpose other than representation before the IRS.

1 Taxpayer information. Taxpayer must sign and date this form on page 2, line 7.

Taxpayer name and address
Center for Global Policy Solutions
1830 11th Street NW
Suite 1
Washington, DC 20001

Taxpayer identification number(s)

45-4856194

Daytime telephone number

202-265-5111

Plan number (if applicable)

hereby appoints the following representative(s) as attorney(s)-in-fact:

2 Representative(s) must sign and date this form on page 2, Part II.

Name and address
Elizabeth Kingsley
1726 M Street NW, Suite 600
Washington, DC 20036

CAF No. 2605-82895R

PTIN P01473836

Telephone No. 202-328-3500

Fax No. 202-328-6918

Check if to be sent notices and communications ☒

Check if new: Address ☐ Telephone No. ☐ Fax No. ☐

Name and address
Paul J. Murphy
1726 M Street NW, Suite 600
Washington, DC 20036

CAF No. 03-0037622R

PTIN P01446396

Telephone No. 202-328-3500

Fax No. 202-328-6918

Check if to be sent notices and communications ☒

Check if new: Address ☐ Telephone No. ☐ Fax No. ☐

Name and address

CAF No. _____

PTIN _____

Telephone No. _____

Fax No. _____

Check if new: Address ☐ Telephone No. ☐ Fax No. ☐

to represent the taxpayer before the Internal Revenue Service for the following matters:

3 Matters

| Description of Matter (Income, Employment, Payroll, Excise, Estate, Gift, Whistleblower, Practitioner Discipline, PLR, FOIA, Civil Penalty, etc.) (see instructions for line 3) | Tax Form Number (1040, 941, 720, etc.) (if applicable) | Year(s) or Period(s) (if applicable) (see instructions for line 3) |
|---|---|---|
| Tax Exemption | 1023 | Until Granted |
| | | |
| | | |

4 **Specific use not recorded on Centralized Authorization File (CAF).** If the power of attorney is for a specific use not recorded on CAF, check this box. See the instructions for Line 4. **Specific Uses Not Recorded on CAF** ☐

5 **Acts authorized.** Unless otherwise provided below, the representatives generally are authorized to receive and inspect confidential tax information and to perform any and all acts that I can perform with respect to the tax matters described on line 3, for example, the authority to sign any agreements, consents, or other documents. The representative(s), however, is (are) not authorized to receive or negotiate any amounts paid to the client in connection with this representation (including refunds by either electronic means or paper checks). Additionally, unless the appropriate box(es) below are checked, the representative(s) is (are) not authorized to execute a request for disclosure of tax returns or return information to a third party, substitute another representative or add additional representatives, or sign certain tax returns.

☐ Disclosure to third parties; ☐ Substitute or add representative(s); ☐ Signing a return; _____

☐ Other acts authorized: _____
(see instructions for more information)

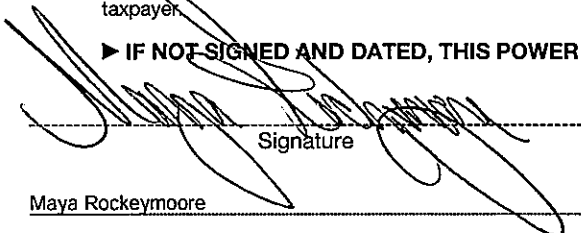
Exceptions. An unenrolled return preparer cannot sign any document for a taxpayer and may only represent taxpayers in limited situations. An enrolled actuary may only represent taxpayers to the extent provided in section 10.3(d) of Treasury Department Circular No. 230 (Circular 230). An enrolled retirement plan agent may only represent taxpayers to the extent provided in section 10.3(e) of Circular 230. A registered tax return preparer may only represent taxpayers to the extent provided in section 10.3(f) of Circular 230. See the line 5 instructions for restrictions on tax matters partners. In most cases, the student practitioner's (level k) authority is limited (for example, they may only practice under the supervision of another practitioner).

List any specific deletions to the acts otherwise authorized in this power of attorney: _____

- 6 Retention/revocation of prior power(s) of attorney.** The filing of this power of attorney automatically revokes all earlier power(s) of attorney on file with the Internal Revenue Service for the same matters and years or periods covered by this document. If you do not want to revoke a prior power of attorney, check here ☐ **YOU MUST ATTACH A COPY OF ANY POWER OF ATTORNEY YOU WANT TO REMAIN IN EFFECT.**

- 7 Signature of taxpayer.** If a tax matter concerns a year in which a joint return was filed, the husband and wife must each file a separate power of attorney even if the same representative(s) is (are) being appointed. If signed by a corporate officer, partner, guardian, tax matters partner, executor, receiver, administrator, or trustee on behalf of the taxpayer, I certify that I have the authority to execute this form on behalf of the taxpayer.

► **IF NOT SIGNED AND DATED, THIS POWER OF ATTORNEY WILL BE RETURNED TO THE TAXPAYER.**


 Signature _____ Date 6-29-12 President _____ Title (if applicable) _____
 Maya Rockeymoore
 Print Name _____ PIN Number ☐☐☐☐☐ Center for Global Policy Solutions
 Print name of taxpayer from line 1 if other than individual _____

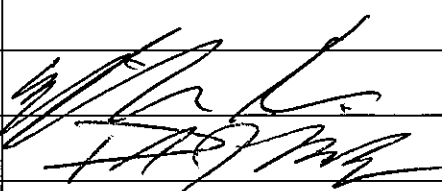
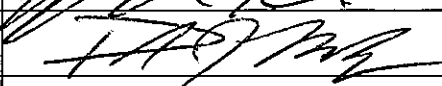
Part II Declaration of Representative

Under penalties of perjury, I declare that:

- I am not currently under suspension or disbarment from practice before the Internal Revenue Service;
- I am aware of regulations contained in Circular 230 (31 CFR, Part 10), as amended, concerning practice before the Internal Revenue Service;
- I am authorized to represent the taxpayer identified in Part I for the matter(s) specified there; and
- I am one of the following:
 - a Attorney—a member in good standing of the bar of the highest court of the jurisdiction shown below.
 - b Certified Public Accountant—duly qualified to practice as a certified public accountant in the jurisdiction shown below.
 - c Enrolled Agent—enrolled as an agent under the requirements of Circular 230.
 - d Officer—a bona fide officer of the taxpayer's organization.
 - e Full-Time Employee—a full-time employee of the taxpayer.
 - f Family Member—a member of the taxpayer's immediate family (for example, spouse, parent, child, grandparent, grandchild, step-parent, step-child, brother, or sister).
 - g Enrolled Actuary—enrolled as an actuary by the Joint Board for the Enrollment of Actuaries under 29 U.S.C. 1242 (the authority to practice before the Internal Revenue Service is limited by section 10.3(d) of Circular 230).
 - h Unenrolled Return Preparer—Your authority to practice before the Internal Revenue Service is limited. You must have been eligible to sign the return under examination and have signed the return. See Notice 2011-6 and Special rules for registered tax return preparers and unenrolled return preparers in the instructions.
 - i Registered Tax Return Preparer—registered as a tax return preparer under the requirements of section 10.4 of Circular 230. Your authority to practice before the Internal Revenue Service is limited. You must have been eligible to sign the return under examination and have signed the return. See Notice 2011-6 and Special rules for registered tax return preparers and unenrolled return preparers in the instructions.
 - k Student Attorney or CPA—receives permission to practice before the IRS by virtue of his/her status as a law, business, or accounting student working in LITC or STCP under section 10.7(d) of Circular 230. See instructions for Part II for additional information and requirements.
 - r Enrolled Retirement Plan Agent—enrolled as a retirement plan agent under the requirements of Circular 230 (the authority to practice before the Internal Revenue Service is limited by section 10.3(e)).

► **IF THIS DECLARATION OF REPRESENTATIVE IS NOT SIGNED AND DATED, THE POWER OF ATTORNEY WILL BE RETURNED. REPRESENTATIVES MUST SIGN IN THE ORDER LISTED IN LINE 2 ABOVE.** See the instructions for Part II.

Note: For designations d-f, enter your title, position, or relationship to the taxpayer in the "Licensing jurisdiction" column. See the instructions for Part II for more information.

| Designation— Insert above letter (a-r) | Licensing jurisdiction (state) or other licensing authority (if applicable) | Bar, license, certification, registration, or enrollment number (if applicable). See instructions for Part II for more information. | Signature | Date |
|--|--|---|--|----------|
| a | DC, MD | DC Bar: 443321 |  | 7/5/12 |
| a | DC, MD | DC Bar: 470508 |  | 7/5/2012 |
| | | | | |

**Application for Recognition of Exemption
Under Section 501(c)(3) of the Internal Revenue Code**

OMB No. 1545-0056

Note: If exempt status is approved, this application will be open for public inspection.

Use the instructions to complete this application and for a definition of all **bold** items. For additional help, call IRS Exempt Organizations Customer Account Services toll-free at 1-877-829-5500. Visit our website at www.irs.gov for forms and publications. If the required information and documents are not submitted with payment of the appropriate user fee, the application may be returned to you.

Attach additional sheets to this application if you need more space to answer fully. Put your name and EIN on each sheet and identify each answer by Part and line number. Complete Parts I - XI of Form 1023 and submit only those Schedules (A through H) that apply to you.

Part I Identification of Applicant

| | | |
|--|----------------------------------|---|
| 1 Full name of organization (exactly as it appears in your organizing document) Center for Global Policy Solutions | | 2 c/o Name (if applicable) |
| 3 Mailing address (Number and street) (see instructions) 1830 11th Street NW | Room/Suite Suite 1 | 4 Employer Identification Number (EIN) 45-4856194 |
| City or town, state or country, and ZIP + 4 Washington, DC 20001 | | 5 Month the annual accounting period ends (01 - 12) 12 |
| 6 Primary contact (officer, director, trustee, or authorized representative) a Name: Elizabeth Kingsley | | b Phone: 202-328-3500 c Fax: (optional) 202-328-6918 |
| 7 Are you represented by an authorized representative, such as an attorney or accountant? If "Yes," provide the authorized representative's name, and the name and address of the authorized representative's firm. Include a completed Form 2848, <i>Power of Attorney and Declaration of Representative</i> , with your application if you would like us to communicate with your representative. <div style="text-align: right;"> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No </div> | | |
| 8 Was a person who is not one of your officers, directors, trustees, employees, or an authorized representative listed in line 7, paid, or promised payment, to help plan, manage, or advise you about the structure or activities of your organization, or about your financial or tax matters? If "Yes," provide the person's name, the name and address of the person's firm, the amounts paid or promised to be paid, and describe that person's role. <div style="text-align: right;"> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No </div> | | |
| 9a Organization's website: www.globalpolicysolutions.org b Organization's email: (optional) | | |
| 10 Certain organizations are not required to file an information return (Form 990 or Form 990-EZ). If you are granted tax-exemption, are you claiming to be excused from filing Form 990 or Form 990-EZ? If "Yes," explain. See the instructions for a description of organizations not required to file Form 990 or Form 990-EZ. <div style="text-align: right;"> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No </div> | | |
| 11 Date incorporated if a corporation, or formed, if other than a corporation. (MM/DD/YYYY) 02 / 13 / 2012 | | |
| 12 Were you formed under the laws of a foreign country ? If "Yes," state the country. <div style="text-align: right;"> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No </div> | | |

Part II Organizational Structure

You must be a corporation (including a limited liability company), an unincorporated association, or a trust to be tax exempt. (See instructions.) **DO NOT file this form unless you can check "Yes" on lines 1, 2, 3, or 4.**

- 1** Are you a **corporation**? If "Yes," attach a copy of your articles of incorporation showing certification of filing with the appropriate state agency. Include copies of any amendments to your articles and be sure they also show state filing certification. ☒ **Yes** ☐ **No**
- 2** Are you a **limited liability company (LLC)**? If "Yes," attach a copy of your articles of organization showing certification of filing with the appropriate state agency. Also, if you adopted an operating agreement, attach a copy. Include copies of any amendments to your articles and be sure they show state filing certification. Refer to the instructions for circumstances when an LLC should not file its own exemption application. ☐ **Yes** ☒ **No**
- 3** Are you an **unincorporated association**? If "Yes," attach a copy of your articles of association, constitution, or other similar organizing document that is dated and includes at least two signatures. Include signed and dated copies of any amendments. ☐ **Yes** ☒ **No**
- 4a** Are you a **trust**? If "Yes," attach a signed and dated copy of your trust agreement. Include signed and dated copies of any amendments. ☐ **Yes** ☒ **No**
- b** Have you been funded? If "No," explain how you are formed without anything of value placed in trust. ☐ **Yes** ☒ **No**
- 5** Have you adopted **bylaws**? If "Yes," attach a current copy showing date of adoption. If "No," explain how your officers, directors, or trustees are selected. ☒ **Yes** ☐ **No**

Part III Required Provisions in Your Organizing Document

The following questions are designed to ensure that when you file this application, your organizing document contains the required provisions to meet the organizational test under section 501(c)(3). Unless you can check the boxes in both lines 1 and 2, your organizing document does not meet the organizational test. **DO NOT file this application until you have amended your organizing document.** Submit your original and amended organizing documents (showing state filing certification if you are a corporation or an LLC) with your application.

- 1** Section 501(c)(3) requires that your organizing document state your exempt purpose(s), such as charitable, religious, educational, and/or scientific purposes. Check the box to confirm that your organizing document meets this requirement. Describe specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document. Refer to the instructions for exempt purpose language. Location of Purpose Clause (Page, Article, and Paragraph): **Page 1, Article 4, Para. 1-2** ☒
- 2a** Section 501(c)(3) requires that upon dissolution of your organization, your remaining assets must be used exclusively for exempt purposes, such as charitable, religious, educational, and/or scientific purposes. Check the box on line 2a to confirm that your organizing document meets this requirement by express provision for the distribution of assets upon dissolution. If you rely on state law for your dissolution provision, do not check the box on line 2a and go to line 2c. ☒
- 2b** If you checked the box on line 2a, specify the location of your dissolution clause (Page, Article, and Paragraph). Do not complete line 2c if you checked box 2a. **Page 2, Article 7, Para. 1**
- 2c** See the instructions for information about the operation of state law in your particular state. Check this box if you rely on operation of state law for your dissolution provision and indicate the state: ☐

Part IV Narrative Description of Your Activities

Using an attachment, describe your *past*, *present*, and *planned* activities in a narrative. If you believe that you have already provided some of this information in response to other parts of this application, you may summarize that information here and refer to the specific parts of the application for supporting details. You may also attach representative copies of newsletters, brochures, or similar documents for supporting details to this narrative. Remember that if this application is approved, it will be open for public inspection. Therefore, your narrative description of activities should be thorough and accurate. Refer to the instructions for information that must be included in your description.

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors

- 1a** List the names, titles, and mailing addresses of all of your officers, directors, and trustees. For each person listed, state their total annual **compensation**, or proposed compensation, for all services to the organization, whether as an officer, employee, or other position. Use actual figures, if available. Enter "none" if no compensation is or will be paid. If additional space is needed, attach a separate sheet. Refer to the instructions for information on what to include as compensation.

| Name | Title | Mailing address | Compensation amount (annual actual or estimated) |
|-----------------------------|-------|-----------------|---|
| Please See Attached. | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

- b** List the names, titles, and mailing addresses of each of your five highest compensated employees who receive or will receive compensation of more than \$50,000 per year. Use the actual figure, if available. Refer to the instructions for information on what to include as compensation. Do not include officers, directors, or trustees listed in line 1a.

| Name | Title | Mailing address | Compensation amount (annual actual or estimated) |
|-----------------------------|-------|-----------------|---|
| Please See Attached. | | | |
| | | | |
| | | | |
| | | | |
| | | | |

- c** List the names, names of businesses, and mailing addresses of your five highest compensated **independent contractors** that receive or will receive compensation of more than \$50,000 per year. Use the actual figure, if available. Refer to the instructions for information on what to include as compensation.

| Name | Title | Mailing address | Compensation amount (annual actual or estimated) |
|--------------|-------|-----------------|---|
| None. | | | |
| | | | |
| | | | |
| | | | |
| | | | |

The following "Yes" or "No" questions relate to *past, present, or planned* relationships, transactions, or agreements with your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in lines 1a, 1b, and 1c.

- 2a** Are any of your officers, directors, or trustees **related** to each other through **family or business relationships**? If "Yes," identify the individuals and explain the relationship. ☐ Yes ☒ No
- b** Do you have a business relationship with any of your officers, directors, or trustees other than through their position as an officer, director, or trustee? If "Yes," identify the individuals and describe the business relationship with each of your officers, directors, or trustees. ☐ Yes ☒ No
- c** Are any of your officers, directors, or trustees related to your highest compensated employees or highest compensated independent contractors listed on lines 1b or 1c through family or business relationships? If "Yes," identify the individuals and explain the relationship. ☐ Yes ☒ No
- 3a** For each of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, or 1c, attach a list showing their name, qualifications, average hours worked, and duties.
- b** Do any of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, or 1c receive compensation from any other organizations, whether tax exempt or taxable, that are related to you through **common control**? If "Yes," identify the individuals, explain the relationship between you and the other organization, and describe the compensation arrangement. ☐ Yes ☒ No
- 4** In establishing the compensation for your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, and 1c, the following practices are recommended, although they are not required to obtain exemption. Answer "Yes" to all the practices you use.
- a** Do you or will the individuals that approve compensation arrangements follow a conflict of interest policy? ☒ Yes ☐ No
- b** Do you or will you approve compensation arrangements in advance of paying compensation? ☒ Yes ☐ No
- c** Do you or will you document in writing the date and terms of approved compensation arrangements? ☒ Yes ☐ No

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

- d** Do you or will you record in writing the decision made by each individual who decided or voted on compensation arrangements? ☒ **Yes** ☐ **No**
- e** Do you or will you approve compensation arrangements based on information about compensation paid by **similarly situated** taxable or tax-exempt organizations for similar services, current compensation surveys compiled by independent firms, or actual written offers from similarly situated organizations? Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. ☒ **Yes** ☐ **No**
- f** Do you or will you record in writing both the information on which you relied to base your decision and its source? ☒ **Yes** ☐ **No**
- g** If you answered "No" to any item on lines 4a through 4f, describe how you set compensation that is **reasonable** for your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in Part V, lines 1a, 1b, and 1c.

- 5a** Have you adopted a **conflict of interest policy** consistent with the sample conflict of interest policy in Appendix A to the instructions? If "Yes," provide a copy of the policy and explain how the policy has been adopted, such as by resolution of your governing board. If "No," answer lines 5b and 5c. ☒ **Yes** ☐ **No**
- b** What procedures will you follow to assure that persons who have a conflict of interest will not have influence over you for setting their own compensation?
- c** What procedures will you follow to assure that persons who have a conflict of interest will not have influence over you regarding business deals with themselves?

Note: A conflict of interest policy is recommended though it is not required to obtain exemption. Hospitals, see Schedule C, Section I, line 14.

- 6a** Do you or will you compensate any of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in lines 1a, 1b, or 1c through **non-fixed payments**, such as discretionary bonuses or revenue-based payments? If "Yes," describe all non-fixed compensation arrangements, including how the amounts are determined, who is eligible for such arrangements, whether you place a limitation on total compensation, and how you determine or will determine that you pay no more than reasonable compensation for services. Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. ☒ **Yes** ☐ **No**
- b** Do you or will you compensate any of your employees, other than your officers, directors, trustees, or your five highest compensated employees who receive or will receive compensation of more than \$50,000 per year, through non-fixed payments, such as discretionary bonuses or revenue-based payments? If "Yes," describe all non-fixed compensation arrangements, including how the amounts are or will be determined, who is or will be eligible for such arrangements, whether you place or will place a limitation on total compensation, and how you determine or will determine that you pay no more than reasonable compensation for services. Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. ☐ **Yes** ☒ **No**

- 7a** Do you or will you purchase any goods, services, or assets from any of your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," describe any such purchase that you made or intend to make, from whom you make or will make such purchases, how the terms are or will be negotiated at **arm's length**, and explain how you determine or will determine that you pay no more than **fair market value**. Attach copies of any written contracts or other agreements relating to such purchases. ☐ **Yes** ☒ **No**
- b** Do you or will you sell any goods, services, or assets to any of your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," describe any such sales that you made or intend to make, to whom you make or will make such sales, how the terms are or will be negotiated at **arm's length**, and explain how you determine or will determine you are or will be paid at least fair market value. Attach copies of any written contracts or other agreements relating to such sales. ☐ **Yes** ☒ **No**

- 8a** Do you or will you have any leases, contracts, loans, or other agreements with your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," provide the information requested in lines 8b through 8f. ☐ **Yes** ☒ **No**
- b** Describe any written or oral arrangements that you made or intend to make.
- c** Identify with whom you have or will have such arrangements.
- d** Explain how the terms are or will be negotiated at **arm's length**.
- e** Explain how you determine you pay no more than fair market value or you are paid at least fair market value.
- f** Attach copies of any signed leases, contracts, loans, or other agreements relating to such arrangements.

- 9a** Do you or will you have any leases, contracts, loans, or other agreements with any organization in which any of your officers, directors, or trustees are also officers, directors, or trustees, or in which any individual officer, director, or trustee owns more than a 35% interest? If "Yes," provide the information requested in lines 9b through 9f. ☐ **Yes** ☒ **No**

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

- b** Describe any written or oral arrangements you made or intend to make.
- c** Identify with whom you have or will have such arrangements.
- d** Explain how the terms are or will be negotiated at arm's length.
- e** Explain how you determine or will determine you pay no more than fair market value or that you are paid at least fair market value.
- f** Attach a copy of any signed leases, contracts, loans, or other agreements relating to such arrangements.

Part VI Your Members and Other Individuals and Organizations That Receive Benefits From You

The following "Yes" or "No" questions relate to goods, services, and funds you provide to individuals and organizations as part of your activities. Your answers should pertain to *past*, *present*, and *planned* activities. (See instructions.)

- 1a** In carrying out your exempt purposes, do you provide goods, services, or funds to individuals? If "Yes," describe each program that provides goods, services, or funds to individuals. ☒ **Yes** ☐ **No**
- b** In carrying out your exempt purposes, do you provide goods, services, or funds to organizations? If "Yes," describe each program that provides goods, services, or funds to organizations. ☒ **Yes** ☐ **No**
- 2** Do any of your programs limit the provision of goods, services, or funds to a specific individual or group of specific individuals? For example, answer "Yes," if goods, services, or funds are provided only for a particular individual, your members, individuals who work for a particular employer, or graduates of a particular school. If "Yes," explain the limitation and how recipients are selected for each program. ☐ **Yes** ☒ **No**
- 3** Do any individuals who receive goods, services, or funds through your programs have a family or business relationship with any officer, director, trustee, or with any of your highest compensated employees or highest compensated independent contractors listed in Part V, lines 1a, 1b, and 1c? If "Yes," explain how these related individuals are eligible for goods, services, or funds. ☐ **Yes** ☒ **No**

Part VII Your History

The following "Yes" or "No" questions relate to your history. (See instructions.)

- 1** Are you a **successor** to another organization? Answer "Yes," if you have taken or will take over the activities of another organization; you took over 25% or more of the fair market value of the net assets of another organization; or you were established upon the conversion of an organization from for-profit to non-profit status. If "Yes," complete Schedule G. ☐ **Yes** ☒ **No**
- 2** Are you submitting this application more than 27 months after the end of the month in which you were legally formed? If "Yes," complete Schedule E. ☐ **Yes** ☒ **No**

Part VIII Your Specific Activities

The following "Yes" or "No" questions relate to specific activities that you may conduct. Check the appropriate box. Your answers should pertain to *past*, *present*, and *planned* activities. (See instructions.)

- 1** Do you support or oppose candidates in **political campaigns** in any way? If "Yes," explain. ☐ **Yes** ☒ **No**
- 2a** Do you attempt to **influence legislation**? If "Yes," explain how you attempt to influence legislation and complete line 2b. If "No," go to line 3a. ☒ **Yes** ☐ **No**
- b** Have you made or are you making an **election** to have your legislative activities measured by expenditures by filing Form 5768? If "Yes," attach a copy of the Form 5768 that was already filed or attach a completed Form 5768 that you are filing with this application. If "No," describe whether your attempts to influence legislation are a substantial part of your activities. Include the time and money spent on your attempts to influence legislation as compared to your total activities. ☒ **Yes** ☐ **No**
- 3a** Do you or will you operate bingo or **gaming** activities? If "Yes," describe who conducts them, and list all revenue received or expected to be received and expenses paid or expected to be paid in operating these activities. **Revenue and expenses** should be provided for the time periods specified in Part IX, Financial Data. ☐ **Yes** ☒ **No**
- b** Do you or will you enter into contracts or other agreements with individuals or organizations to conduct bingo or gaming for you? If "Yes," describe any written or oral arrangements that you made or intend to make, identify with whom you have or will have such arrangements, explain how the terms are or will be negotiated at arm's length, and explain how you determine or will determine you pay no more than fair market value or you will be paid at least fair market value. Attach copies or any written contracts or other agreements relating to such arrangements. ☐ **Yes** ☒ **No**
- c** List the states and local jurisdictions, including Indian Reservations, in which you conduct or will conduct gaming or bingo.

Part VIII Your Specific Activities (Continued)

4a Do you or will you undertake **fundraising**? If "Yes," check all the fundraising programs you do or will conduct. (See instructions.) ☒ **Yes** ☐ **No**

☐ mail solicitations

☒ email solicitations

☐ personal solicitations

☐ vehicle, boat, plane, or similar donations

☒ foundation grant solicitations

☐ phone solicitations

☒ accept donations on your website

☐ receive donations from another organization's website

☒ government grant solicitations

☐ Other

Attach a description of each fundraising program.

b Do you or will you have written or oral contracts with any individuals or organizations to raise funds for you? If "Yes," describe these activities. Include all revenue and expenses from these activities and state who conducts them. Revenue and expenses should be provided for the time periods specified in Part IX, Financial Data. Also, attach a copy of any contracts or agreements. ☐ **Yes** ☒ **No**

c Do you or will you engage in fundraising activities for other organizations? If "Yes," describe these arrangements. Include a description of the organizations for which you raise funds and attach copies of all contracts or agreements. ☐ **Yes** ☒ **No**

d List all states and local jurisdictions in which you conduct fundraising. For each state or local jurisdiction listed, specify whether you fundraise for your own organization, you fundraise for another organization, or another organization fundraises for you.

e Do you or will you maintain separate accounts for any contributor under which the contributor has the right to advise on the use or distribution of funds? Answer "Yes" if the donor may provide advice on the types of investments, distributions from the types of investments, or the distribution from the donor's contribution account. If "Yes," describe this program, including the type of advice that may be provided and submit copies of any written materials provided to donors. ☐ **Yes** ☒ **No**

5 Are you **affiliated** with a governmental unit? If "Yes," explain. ☐ **Yes** ☒ **No**

6a Do you or will you engage in **economic development**? If "Yes," describe your program. ☐ **Yes** ☒ **No**

b Describe in full who benefits from your economic development activities and how the activities promote exempt purposes.

7a Do or will persons other than your employees or volunteers **develop** your facilities? If "Yes," describe each facility, the role of the developer, and any business or family relationship(s) between the developer and your officers, directors, or trustees. ☐ **Yes** ☒ **No**

b Do or will persons other than your employees or volunteers **manage** your activities or facilities? If "Yes," describe each activity and facility, the role of the manager, and any business or family relationship(s) between the manager and your officers, directors, or trustees. ☐ **Yes** ☒ **No**

c If there is a business or family relationship between any manager or developer and your officers, directors, or trustees, identify the individuals, explain the relationship, describe how contracts are negotiated at arm's length so that you pay no more than fair market value, and submit a copy of any contracts or other agreements.

8 Do you or will you enter into **joint ventures**, including partnerships or **limited liability companies** treated as partnerships, in which you share profits and losses with partners other than section 501(c)(3) organizations? If "Yes," describe the activities of these joint ventures in which you participate. ☐ **Yes** ☒ **No**

9a Are you applying for exemption as a childcare organization under section 501(k)? If "Yes," answer lines 9b through 9d. If "No," go to line 10. ☐ **Yes** ☒ **No**

b Do you provide child care so that parents or caretakers of children you care for can be **gainfully employed** (see instructions)? If "No," explain how you qualify as a childcare organization described in section 501(k). ☐ **Yes** ☐ **No**

c Of the children for whom you provide child care, are 85% or more of them cared for by you to enable their parents or caretakers to be gainfully employed (see instructions)? If "No," explain how you qualify as a childcare organization described in section 501(k). ☐ **Yes** ☐ **No**

d Are your services available to the general public? If "No," describe the specific group of people for whom your activities are available. Also, see the instructions and explain how you qualify as a childcare organization described in section 501(k). ☐ **Yes** ☐ **No**

10 Do you or will you publish, own, or have rights in music, literature, tapes, artworks, choreography, scientific discoveries, or other **intellectual property**? If "Yes," explain. Describe who owns or will own any copyrights, patents, or trademarks, whether fees are or will be charged, how the fees are determined, and how any items are or will be produced, distributed, and marketed. ☒ **Yes** ☐ **No**

Part VIII Your Specific Activities (Continued)

- 11** Do you or will you accept contributions of: real property; conservation easements; closely held securities; intellectual property such as patents, trademarks, and copyrights; works of music or art; licenses; royalties; automobiles, boats, planes, or other vehicles; or collectibles of any type? If "Yes," describe each type of contribution, any conditions imposed by the donor on the contribution, and any agreements with the donor regarding the contribution. ☐ Yes ☒ No
-
- 12a** Do you or will you operate in a **foreign country or countries**? If "Yes," answer lines 12b through 12d. If "No," go to line 13a. ☐ Yes ☒ No
- b** Name the foreign countries and regions within the countries in which you operate.
- c** Describe your operations in each country and region in which you operate.
- d** Describe how your operations in each country and region further your exempt purposes.
-
- 13a** Do you or will you make grants, loans, or other distributions to organization(s)? If "Yes," answer lines 13b through 13g. If "No," go to line 14a. ☐ Yes ☒ No
- b** Describe how your grants, loans, or other distributions to organizations further your exempt purposes.
- c** Do you have written contracts with each of these organizations? If "Yes," attach a copy of each contract. ☐ Yes ☐ No
- d** Identify each recipient organization and any **relationship** between you and the recipient organization.
- e** Describe the records you keep with respect to the grants, loans, or other distributions you make.
- f** Describe your selection process, including whether you do any of the following:
- (i)** Do you require an application form? If "Yes," attach a copy of the form. ☐ Yes ☐ No
- (ii)** Do you require a grant proposal? If "Yes," describe whether the grant proposal specifies your responsibilities and those of the grantee, obligates the grantee to use the grant funds only for the purposes for which the grant was made, provides for periodic written reports concerning the use of grant funds, requires a final written report and an accounting of how grant funds were used, and acknowledges your authority to withhold and/or recover grant funds in case such funds are, or appear to be, misused. ☐ Yes ☐ No
- g** Describe your procedures for oversight of distributions that assure you the resources are used to further your exempt purposes, including whether you require periodic and final reports on the use of resources.
-
- 14a** Do you or will you make grants, loans, or other distributions to foreign organizations? If "Yes," answer lines 14b through 14f. If "No," go to line 15. ☐ Yes ☒ No
- b** Provide the name of each foreign organization, the country and regions within a country in which each foreign organization operates, and describe any relationship you have with each foreign organization.
- c** Does any foreign organization listed in line 14b accept contributions earmarked for a specific country or specific organization? If "Yes," list all earmarked organizations or countries. ☐ Yes ☐ No
- d** Do your contributors know that you have ultimate authority to use contributions made to you at your discretion for purposes consistent with your exempt purposes? If "Yes," describe how you relay this information to contributors. ☐ Yes ☐ No
- e** Do you or will you make pre-grant inquiries about the recipient organization? If "Yes," describe these inquiries, including whether you inquire about the recipient's financial status, its tax-exempt status under the Internal Revenue Code, its ability to accomplish the purpose for which the resources are provided, and other relevant information. ☐ Yes ☐ No
- f** Do you or will you use any additional procedures to ensure that your distributions to foreign organizations are used in furtherance of your exempt purposes? If "Yes," describe these procedures, including site visits by your employees or compliance checks by impartial experts, to verify that grant funds are being used appropriately. ☐ Yes ☐ No

Part VIII Your Specific Activities *(Continued)*

- | | | | |
|-----------|--|--|---|
| 15 | Do you have a close connection with any organizations? If "Yes," explain. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 16 | Are you applying for exemption as a cooperative hospital service organization under section 501(e)? If "Yes," explain. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 17 | Are you applying for exemption as a cooperative service organization of operating educational organizations under section 501(f)? If "Yes," explain. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 18 | Are you applying for exemption as a charitable risk pool under section 501(n)? If "Yes," explain. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 19 | Do you or will you operate a school ? If "Yes," complete Schedule B. Answer "Yes," whether you operate a school as your main function or as a secondary activity. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 20 | Is your main function to provide hospital or medical care ? If "Yes," complete Schedule C. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 21 | Do you or will you provide low-income housing or housing for the elderly or handicapped ? If "Yes," complete Schedule F. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 22 | Do you or will you provide scholarships, fellowships, educational loans, or other educational grants to individuals, including grants for travel, study, or other similar purposes? If "Yes," complete Schedule H. | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Note: Private foundations may use Schedule H to request advance approval of individual grant procedures.

Part IX Financial Data

For purposes of this schedule, years in existence refer to completed tax years. If in existence 4 or more years, complete the schedule for the most recent 4 tax years. If in existence more than 1 year but less than 4 years, complete the statements for each year in existence and provide projections of your likely revenues and expenses based on a reasonable and good faith estimate of your future finances for a total of 3 years of financial information. If in existence less than 1 year, provide projections of your likely revenues and expenses for the current year and the 2 following years, based on a reasonable and good faith estimate of your future finances for a total of 3 years of financial information. (See instructions.)

A. Statement of Revenues and Expenses

| | Type of revenue or expense | Current tax year | 3 prior tax years or 2 succeeding tax years | | | (e) Provide Total for (a) through (d) |
|-----------------|---|--|--|--|----------------------------|--|
| | | (a) From <u>1/1/12</u> To <u>12/31/12</u> | (b) From <u>1/1/13</u> To <u>12/31/13</u> | (c) From <u>1/1/14</u> To <u>12/31/14</u> | (d) From _____ To _____ | |
| Revenues | 1 Gifts, grants, and contributions received (do not include unusual grants) | \$1,101,787 | \$1,156,876 | \$1,214,720 | | \$3,473,383 |
| | 2 Membership fees received | | | | | |
| | 3 Gross investment income | | | | | |
| | 4 Net unrelated business income | | | | | |
| | 5 Taxes levied for your benefit | | | | | |
| | 6 Value of services or facilities furnished by a governmental unit without charge (not including the value of services generally furnished to the public without charge) | | | | | |
| | 7 Any revenue not otherwise listed above or in lines 9-12 below (attach an itemized list) | | | | | |
| | 8 Total of lines 1 through 7 | \$1,101,787 | \$1,156,876 | \$1,214,720 | | \$3,473,383 |
| | 9 Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is related to your exempt purposes (attach itemized list) | | | | | |
| | 10 Total of lines 8 and 9 | \$1,101,787 | \$1,156,876 | \$1,214,720 | | \$3,473,383 |
| | 11 Net gain or loss on sale of capital assets (attach schedule and see instructions) | | | | | |
| | 12 Unusual grants | | | | | |
| | 13 Total Revenue Add lines 10 through 12 | \$1,101,787 | \$1,156,876 | \$1,214,720 | | \$3,473,383 |
| Expenses | 14 Fundraising expenses | | | | | |
| | 15 Contributions, gifts, grants, and similar amounts paid out (attach an itemized list) | | | | | |
| | 16 Disbursements to or for the benefit of members (attach an itemized list) | | | | | |
| | 17 Compensation of officers, directors, and trustees | \$109,883 | \$115,377 | \$121,146 | | |
| | 18 Other salaries and wages | \$505,431 | \$530,703 | \$557,237 | | |
| | 19 Interest expense | | | | | |
| | 20 Occupancy (rent, utilities, etc.) | \$36,111 | \$60,000 | \$75,000 | | |
| | 21 Depreciation and depletion | | | | | |
| | 22 Professional fees | \$16,125 | \$16,931 | \$17,778 | | |
| | 23 Any expense not otherwise classified, such as program services (attach itemized list) | \$434,237 | \$433,865 | \$443,559 | | |
| | 24 Total Expenses Add lines 14 through 23 | \$1,101,787 | \$1,156,876 | \$1,214,720 | | |

Part IX Financial Data (Continued)**B. Balance Sheet (for your most recently completed tax year)**Year End: **5/2012**

| Assets | | (Whole dollars) |
|-----------------------------|---|-----------------|
| 1 | Cash | 0 |
| 2 | Accounts receivable, net | 0 |
| 3 | Inventories | 0 |
| 4 | Bonds and notes receivable (attach an itemized list) | 0 |
| 5 | Corporate stocks (attach an itemized list) | 0 |
| 6 | Loans receivable (attach an itemized list) | 0 |
| 7 | Other investments (attach an itemized list) | 0 |
| 8 | Depreciable and depletable assets (attach an itemized list) | 0 |
| 9 | Land | 0 |
| 10 | Other assets (attach an itemized list) | 0 |
| 11 | Total Assets (add lines 1 through 10) | 0 |
| Liabilities | | |
| 12 | Accounts payable | 0 |
| 13 | Contributions, gifts, grants, etc. payable | 0 |
| 14 | Mortgages and notes payable (attach an itemized list) | 0 |
| 15 | Other liabilities (attach an itemized list) | 0 |
| 16 | Total Liabilities (add lines 12 through 15) | 0 |
| Fund Balances or Net Assets | | |
| 17 | Total fund balances or net assets | 0 |
| 18 | Total Liabilities and Fund Balances or Net Assets (add lines 16 and 17) | 0 |
| 19 | Have there been any substantial changes in your assets or liabilities since the end of the period shown above? If "Yes," explain. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |

Part X Public Charity Status

Part X is designed to classify you as an organization that is either a **private foundation** or a **public charity**. Public charity status is a more favorable tax status than private foundation status. If you are a private foundation, Part X is designed to further determine whether you are a **private operating foundation**. (See instructions.)

1a Are you a private foundation? If "Yes," go to line 1b. If "No," go to line 5 and proceed as instructed. ☐ Yes ☒ No
If you are unsure, see the instructions.

b As a private foundation, section 508(e) requires special provisions in your organizing document in addition to those that apply to all organizations described in section 501(c)(3). Check the box to confirm that your organizing document meets this requirement, whether by express provision or by reliance on operation of state law. Attach a statement that describes specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document or by operation of state law. See the instructions, including Appendix B, for information about the special provisions that need to be contained in your organizing document. Go to line 2. ☐

2 Are you a private operating foundation? To be a private operating foundation you must engage directly in the active conduct of charitable, religious, educational, and similar activities, as opposed to indirectly carrying out these activities by providing grants to individuals or other organizations. If "Yes," go to line 3. If "No," go to the signature section of Part XI. ☐ Yes ☐ No

3 Have you existed for one or more years? If "Yes," attach financial information showing that you are a private operating foundation; go to the signature section of Part XI. If "No," continue to line 4. ☐ Yes ☐ No

4 Have you attached either (1) an affidavit or opinion of counsel, (including a written affidavit or opinion from a certified public accountant or accounting firm with expertise regarding this tax law matter), that sets forth facts concerning your operations and support to demonstrate that you are likely to satisfy the requirements to be classified as a private operating foundation; or (2) a statement describing your proposed operations as a private operating foundation? ☐ Yes ☐ No

5 If you answered "No" to line 1a, indicate the type of public charity status you are requesting by checking one of the choices below. You may check only one box.

The organization is not a private foundation because it is:

a 509(a)(1) and 170(b)(1)(A)(i)—a church or a convention or association of churches. Complete and attach Schedule A. ☐

b 509(a)(1) and 170(b)(1)(A)(ii)—a school. Complete and attach Schedule B. ☐

c 509(a)(1) and 170(b)(1)(A)(iii)—a hospital, a cooperative hospital service organization, or a medical research organization operated in conjunction with a hospital. Complete and attach Schedule C. ☐

d 509(a)(3)—an organization supporting either one or more organizations described in line 5a through c, f, g, or h or a publicly supported section 501(c)(4), (5), or (6) organization. Complete and attach Schedule D. ☐

Part X Public Charity Status (Continued)

- e** 509(a)(4)—an organization organized and operated exclusively for testing for public safety. ☐
- f** 509(a)(1) and 170(b)(1)(A)(iv)—an organization operated for the benefit of a college or university that is owned or operated by a governmental unit. ☐
- g** 509(a)(1) and 170(b)(1)(A)(vi)—an organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public. ☒
- h** 509(a)(2)—an organization that normally receives not more than one-third of its financial support from gross **investment income** and receives more than one-third of its financial support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions). ☐
- i** A publicly supported organization, but unsure if it is described in 5g or 5h. The organization would like the IRS to decide the correct status. ☐

6 If you checked box g, h, or i in question 5 above, you must request either an **advance** or a **definitive ruling** by selecting one of the boxes below. Refer to the instructions to determine which type of ruling you are eligible to receive.

- a Request for Advance Ruling:** By checking this box and signing the consent, pursuant to section 6501(c)(4) of the Code you request an advance ruling and agree to extend the statute of limitations on the assessment of excise tax under section 4940 of the Code. The tax will apply only if you do not establish public support status at the end of the 5-year advance ruling period. The assessment period will be extended for the 5 advance ruling years to 8 years, 4 months, and 15 days beyond the end of the first year. You have the right to refuse or limit the extension to a mutually agreed-upon period of time or issue(s). Publication 1035, *Extending the Tax Assessment Period*, provides a more detailed explanation of your rights and the consequences of the choices you make. You may obtain Publication 1035 free of charge from the IRS web site at www.irs.gov or by calling toll-free 1-800-829-3676. Signing this consent will not deprive you of any appeal rights to which you would otherwise be entitled. If you decide not to extend the statute of limitations, you are not eligible for an advance ruling. ☐

| |
|--|
| Consent Fixing Period of Limitations Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code |
|--|

For Organization

 (Signature of Officer, Director, Trustee, or other authorized official)

 (Type or print name of signer)

 (Date)

 (Type or print title or authority of signer)

For IRS Use Only

 IRS Director, Exempt Organizations

 (Date)

- b Request for Definitive Ruling:** Check this box if you have completed one tax year of at least 8 full months and you are requesting a definitive ruling. To confirm your public support status, answer line 6b(i) if you checked box g in line 5 above. Answer line 6b(ii) if you checked box h in line 5 above. If you checked box i in line 5 above, answer both lines 6b(i) and (ii). ☐

(i) **(a)** Enter 2% of line 8, column (e) on Part IX-A. Statement of Revenues and Expenses. _____

(b) Attach a list showing the name and amount contributed by each person, company, or organization whose gifts totaled more than the 2% amount. If the answer is "None," check this box. ☐

(ii) **(a)** For each year amounts are included on lines 1, 2, and 9 of Part IX-A. Statement of Revenues and Expenses, attach a list showing the name of and amount received from each **disqualified person**. If the answer is "None," check this box. ☐

(b) For each year amounts are included on line 9 of Part IX-A. Statement of Revenues and Expenses, attach a list showing the name of and amount received from each payer, other than a disqualified person, whose payments were more than the larger of (1) 1% of line 10, Part IX-A. Statement of Revenues and Expenses, or (2) \$5,000. If the answer is "None," check this box. ☐

- 7** Did you receive any unusual grants during any of the years shown on Part IX-A. Statement of Revenues and Expenses? If "Yes," attach a list including the name of the contributor, the date and amount of the grant, a brief description of the grant, and explain why it is unusual. ☐ **Yes** ☒ **No**

Part XI User Fee Information

You must include a user fee payment with this application. It will not be processed without your paid user fee. If your average annual gross receipts have exceeded or will exceed \$10,000 annually over a 4-year period, you must submit payment of \$750. If your gross receipts have not exceeded or will not exceed \$10,000 annually over a 4-year period, the required user fee payment is \$300. See instructions for Part XI, for a definition of **gross receipts** over a 4-year period. Your check or money order must be made payable to the United States Treasury. User fees are subject to change. Check our website at www.irs.gov and type "User Fee" in the keyword box, or call Customer Account Services at 1-877-829-5500 for current information.

- 1** Have your annual gross receipts averaged or are they expected to average not more than \$10,000? ☐ Yes ☒ No
If "Yes," check the box on line 2 and enclose a user fee payment of \$300 (Subject to change—see above).
If "No," check the box on line 3 and enclose a user fee payment of \$750 (Subject to change—see above).
- 2** Check the box if you have enclosed the reduced user fee payment of \$300 (Subject to change). ☐
- 3** Check the box if you have enclosed the user fee payment of \$750 (Subject to change). ☒

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and that I have examined this application, including the accompanying schedules and attachments, and to the best of my knowledge it is true, correct, and complete.

**Please
Sign
Here**

(Signature of Officer, Director, Trustee, or other
authorized official)

Maya Rockeymoore

(Type or print name of signer)

(Date)

President

(Type or print title or authority of signer)

Reminder: Send the completed Form 1023 Checklist with your filled-in-application.

Form **1023** (Rev. 6-2006)

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS
CORPORATIONS DIVISION



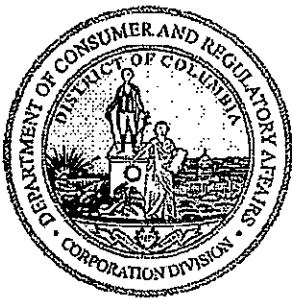
C E R T I F I C A T E

THIS IS TO CERTIFY that all applicable provisions of the District of Columbia Business Organizations Act have been complied with and accordingly, this ***CERTIFICATE OF INCORPORATION*** is hereby issued to:

CENTER FOR GLOBAL POLICY SOLUTIONS

Effective Date: 2/13/2012

IN WITNESS WHEREOF I have hereunto set my hand and caused the seal of this office to be affixed as of 2/13/2012 2:46 PM



Business and Professional Licensing Administration

A handwritten signature in cursive script, reading "Patricia E. Grays", positioned above a horizontal line.

PATRICIA E. GRAYS
Superintendent of Corporations
Corporations Division

Vincent C. Gray
Mayor

Tracking #: SCgiWtPh

ARTICLES OF INCORPORATION
OF
CENTER FOR GLOBAL POLICY SOLUTIONS

Department of Consumer and Regulatory Affairs
Washington, D.C.

We, the undersigned natural person of the age of eighteen years or more, acting as the incorporator, adopt the following Articles of Incorporation pursuant to the District of Columbia Nonprofit Corporation Act of 2010:

FIRST: The name of the Corporation is Center for Global Policy Solutions.

SECOND: The period of duration is perpetual.

THIRD: The Corporation shall have no members as defined in D.C. Code § 29-401.02 (24) but may refer to people as "members" pursuant to D.C. Code § 29-404.01, and the qualifications, rights, and privileges of such people shall be as set forth in the bylaws.

FOURTH: The Corporation is organized and will be operated exclusively for charitable and educational purposes under section 501(c)(3) of the Internal Revenue Code.

In pursuance of its purposes the Corporation shall have the powers to do all things necessary, proper and consistent with obtaining and maintaining its tax-exempt status under section 501(c)(3). All references to sections in these Articles refer to the Internal Revenue Code of 1986 as amended or to corresponding sections of subsequent internal revenue laws.

FIFTH: No part of the net earnings of the Corporation shall inure to the benefit of or be distributed to any director, employee or other individual, partnership, estate, trust or corporation having a personal or private interest in the corporation. Compensation for services actually rendered and reimbursement for expenses actually incurred in attending to the affairs of the corporation shall be limited to reasonable amounts.

SIXTH: No part of the activities of the Corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation to an extent that would disqualify it for tax exemption under section 501(c)(3), and the

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BY: ORC


Corporation shall not participate in or intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

Notwithstanding any other provision of these Articles or of any Bylaws adopted thereunder, the Corporation shall not take any action not permitted to be carried on by an organization exempt from Federal income tax under section 501(c)(3) or by any other laws then applicable to the Corporation.

SEVENTH: Upon dissolution of the Corporation, its assets shall be disposed of exclusively for one or more exempt purposes within the meaning of section 501(c)(3), or distributed to such organizations organized and operated exclusively for charitable purposes which shall, at the time, qualify as exempt organizations under section 501(c)(3), or to the Federal government or to a state or local government, for a public purpose.

NINTH: The registered agent is Global Policy Solutions, LLC and the address, including street and number, of its registered office is 1830 11th Street, NW, Suite 1 Washington, DC 20001.

ELEVENTH: The name and address, including street and number, of the incorporator is Elizabeth Kingsley, 1726 M Street NW Suite 600, Washington, D.C 20036.


Elizabeth Kingsley

Date: 2/13/12

BYLAWS
OF
CENTER FOR GLOBAL POLICY SOLUTIONS

As Adopted as of
March 22, 2012

ARTICLE I
NAME AND PURPOSES

- Section 1.01 Name: The name of the organization is Center for Global Policy Solutions.
- Section 1.02 Purposes: The Corporation is organized for charitable and educational purposes under section 501(c)(3) of the Internal Revenue Code, including conducting research and developing programs that advance the health, educational, financial, and civic well being of individuals and communities.

ARTICLE II
DEFINITIONS

- Section 2.01 Action by Electronic Mail: Any requirement in these Bylaws of a writing or that something be in written form may be met by any form of information inscribed on a tangible medium or that is stored in an electronic or other medium and is retrievable in perceivable form.

ARTICLE III
AUTHORITY AND DUTIES OF DIRECTORS

- Section 3.01 Authority of Directors: The Board of Directors ("the Board") is the policy-making body of the Corporation and may exercise all the powers and authority granted to the Corporation by law. The Board shall oversee the Corporation's policies and procedures.
- Section 3.02 Number of Directors: The Board shall consist of no more than 11 nor fewer than 3 Directors. The Board shall ensure that Directors have expertise in each of the following five areas: (i) health, (ii) education, (iii) income security, (iv) civic education and engagement, and (v) organization finance and development. The selection of additional Directors may be based on other strategic criteria established by the Board of Directors. The number of Directors may be increased or decreased from time to time by Board resolution or amendment to these

Bylaws; however, a change in the number of Directors shall not remove a Director from her position as a Director prior to the expiration of her term of office.

Section 3.03 Election and Term of Directors: The President shall serve as a voting member of the Board so long as she or he holds that office. Other Directors, other than any initial directors named in the articles of incorporation or elected by the incorporator, shall be elected by the Board at its annual meeting for a term of three years.

Directors may serve no more than three consecutive three-year terms (including any partial terms of at least one year), after which the individual may only be reelected as a Director after an absence from the Board of at least one year.

Section 3.04 Resignation and Removal: Resignations are effective upon receipt by the Secretary (or receipt by the Chair or other officer if the Secretary is resigning) of written notification or a later date if provided in the written notification. One or more Directors may be removed, with or without cause, by majority vote of the entire Board.

Section 3.05 Vacancies: Vacancies existing by reason of resignation, death, incapacity, or removal before the expiration of a term may be filled by the Board. If the Directors remaining in office constitute fewer than a quorum of the Board, they may fill the vacancy by the affirmative vote of the majority of the Directors remaining in office. A Director elected to fill a vacancy shall be elected for the remainder of the unexpired term of his or her predecessor and shall hold office until his or her successor is elected and qualified. A vacancy that will occur at a specific later date, by reason of resignation effective at a later date or otherwise, may be filled before the vacancy occurs but the new Director shall not take office until the vacancy occurs.

Section 3.06 Meetings: The Board shall hold at least 3 (three) regular meetings annually, one of which shall be designated as the Annual Meeting. Notice of regular meetings shall be provided at least five (5) days in advance, except that Board may set a schedule for meetings at the beginning of each one-year (or shorter) period, and notice of that schedule shall be sufficient notice of all regularly scheduled meeting for that period.

Special meetings may be called by the Chair or by any two (2) Directors. The notice of a special meeting must precede the meeting by at least two (2) days. Notice of any board meeting shall be communicated in person or by delivery. Notice shall be effective at the earliest of (1) when received; (2) when left at the recipient's residence or usual place of business; (3) five days after deposit in the US mail or with a commercial delivery service; (4) on the date shown on a return receipt; or (5) if sent electronically to an address provided by the Director for the purpose, when it enters the information processing system designated for receipt

of electronic communications.

If a Director fails to attend 3 consecutive meetings of the Board, his or her office shall be declared vacant and shall be filled pursuant to Section 3.05 above. At the discretion of the Board, application of this rule may be waived due to extenuating circumstances.

Section 3.07 Waivers of Notice: Whenever notice is required to be given to any Director under any provision of law, the Articles of Incorporation, or these Bylaws, a waiver in writing signed by the Director entitled to such notice, whether before or after the time stated therein, shall be the equivalent to the giving of such notice. The waiver must specify the meeting for which notice is waived and must be filed with the minutes or the corporate records. A Director's presence at a meeting, in person or by teleconference, waives any required notice to the Director of the meeting unless the Director, at the beginning of the meeting, or promptly upon the Director's arrival, objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to any action taken at the meeting.

Section 3.08 Quorum and Voting: Unless a greater proportion is required by law, a quorum shall consist of a majority of the total number of Board members in office. Unless otherwise stated in these Bylaws or required by law, all actions shall be by majority vote of those present at a meeting at which a quorum is present.

Section 3.09 Emergency powers. In the event of an emergency, the board of directors may:

- a. Modify lines of succession to accommodate the incapacity of any director, officer, employee, or agent; and
- b. Relocate the principal office, designate alternative principal offices or regional offices, or authorize the officers to do so.

An emergency exists for purposes of this section if a quorum of the directors cannot readily be assembled because of some catastrophic event.

Section 3.10 Action Without a Meeting: Any action required or permitted to be taken at a meeting of the Board or of any committee may be taken without a meeting if all of the members of the Board or committee consent in writing to the specific action and the written consents are included in the minutes or filed with the corporate records reflecting the actions taken. Action taken under this section is effective when the last Director signs (including by electronic means) the consent, unless the consent specifies an earlier or later effective date. A consent signed under this section has the effect of a meeting vote and may be described as such in any document.

Section 3.11 Participation in Meeting by Conference Telephone: Any or all members of the Board may participate in a meeting by communications technology, so long as

members of the Board participating in the meeting can hear one another simultaneously, and such participation shall constitute presence in person at the meeting.

Section 3.12 Inspection: Every Director shall have the right at any reasonable time to inspect and copy all books, records, and documents of this corporation to the extent reasonably related to the performance of the director's duties as a director.

Section 3.13 Compensation of Directors: Directors shall not be compensated for serving on the Board, but the Corporation may reimburse Directors for documented reasonable expenses incurred in the performance of their duties to the Corporation, including reasonable travel expenses in connection with attendance at Board meetings. In addition, Directors who also serve as employees of the Corporation may be compensated for their service as employees.

ARTICLE IV COMMITTEES

Section 4.01 Composition: The Board may designate committees and appoint committee members. Those committees which exercise the authority of the Board ("Board committees") shall consist only of Directors and include at least two (2) individuals. The creation and appointment of Directors to Board committees shall be approved by the affirmative vote of a majority of all Directors in office when the action is taken.

Those committees ("Advisory Committees") that do not have or exercise the authority of the Board shall consist of at least two (2) individuals, who need not all be Directors.

Section 4.02 Procedures and Authority: For both types of committees, the Board may make provisions for appointment of the committee chair, establish procedures to govern committee activities, and delegate authority as may be necessary or desirable for the efficient management of the property, affairs, and/or activities of the Corporation. Notwithstanding the foregoing, the sections in Article III of these Bylaws governing meetings, action without meetings, notice and waiver of notice, and quorum and voting requirements of the Board apply to committees and their members as well.

Section 4.03 Executive Committee: The Board may appoint an Executive Committee, which shall be a Board committee under Section 4.01. The Executive Committee shall have and may exercise the full authority of the Board of Directors between meetings of the Board when prompt action is necessary to avoid loss or harm to the organization and action by the full Board is impracticable, except that the Executive Committee shall not have authority to elect and remove board

members; to amend the Articles and Bylaws of the Corporation; to elect and remove officers; to appoint and remove members of committees; nor to approve major corporate changes such as dissolution or merger. The Board may appoint additional members to the Executive Committee as the Board may deem necessary or appropriate from time to time.

- Section 4.04 Audit Committee: The Corporation shall have an audit committee appointed by the Board of Directors. The Audit Committee shall not include the Corporation's Chair, Treasurer, or President. If the Board has created a Finance Committee for the Corporation, members of that committee may not constitute a majority of the Audit Committee, and the Audit Committee may not be chaired by a member of the Finance Committee. The Audit Committee works under the supervision of the Board of Directors and is responsible for making recommendations on engaging and compensating an independent Certified Public Accountant (CPA) to perform a financial audit of the Corporation. The Audit Committee may negotiate the CPA's compensation on behalf of the Board. The Audit Committee shall have responsibilities as determined by the Board, and in any event must, (i) confer with the CPA satisfy the Audit Committee that the financial affairs of the Corporation are in order, and (ii) review the audit and decide whether to accept it. Further, the Audit Committee must approve any non-audit services to be provided by the CPA and ensure that such services conform to the standards in the Yellow Book issued by the U.S. Comptroller General.

ARTICLE V MEMBERS

- Section 5.01 Members: The Corporation shall have no Members with voting rights. However, the Corporation may from time to time designate as "members" those people who volunteer their services, participate in activities, or pay dues in an amount established by the Corporation.

ARTICLE VI AUTHORITY AND DUTIES OF OFFICERS, AGENTS, AND EMPLOYEES

- Section 6.01 Officers: The officers of the Corporation shall be a Chair, a President, a Secretary, a Treasurer, and such other officers as the Board may designate.
- Section 6.02 Election of Officers; Terms of Office: The officers shall serve terms of one (1) year, and shall be elected by the Board at its Annual Meeting in each year. The Chair, Secretary, and Treasurer may serve no more than six consecutive terms. The terms of office shall last until the next succeeding Annual Meeting and until an officer's successor has been elected and qualified. The appointment of an officer does not itself create any contract right. Officers shall be eligible for reelection.

Section 6.03 Powers and Duties of Officers: Subject to the control of the Board of Directors, all officers shall have such authority and shall perform such duties as may be provided in these Bylaws or by resolution of the Board. An officer shall discharge his or her duties in good faith; with the care an ordinarily prudent person in a like position would exercise under similar circumstances; and in a manner the officer reasonably believes to be in the best interests of the Corporation

President: The President shall serve as CEO, and shall supervise the affairs of the Corporation in accordance with the policies and directives approved by the Board of Directors. The President shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time prescribe.

Chair: The Chair shall preside at all meetings of the Board of Directors and shall perform all duties customary to that office.

Secretary: The Secretary shall be responsible for the keeping of an accurate record of the proceedings of all meetings of the Board of Directors, shall give or cause to be given all notices in accordance with these Bylaws or as required by law, and in general shall perform all duties customary to the office of Secretary. The Secretary shall have custody of the corporate seal of the Corporation, if any; and the Secretary shall have the authority to affix the same to any instruments requiring it; and when so affixed, it may be attested to by his or her signature. The Board of Directors may give general authority to any officer to affix the seal of the Corporation, if any, and to attest the affixing by his or her signature.

Treasurer: The Treasurer shall be responsible for all funds and securities of the Corporation. He or she shall keep or cause to be kept complete and accurate accounts of receipts and disbursements of the Corporation and shall deposit or cause to be deposited all monies and other valuable property of the Corporation in the name and to the credit of the Corporation in such banks or depositories as the Board of Directors may designate. Whenever required by the Board of Directors, the Treasurer shall render a statement of accounts. He or she shall at all reasonable times exhibit the books and accounts to any officer or Director of the Corporation and shall perform or delegate and supervise the performance of all other duties incident to the office of Treasurer, subject to the supervision of the Board. The Treasurer shall, if required by the Board of Directors, give such bond or security for the faithful performance of his or her duties as the Board may require, for which the Treasurer shall be reimbursed.

Section 6.04 Resignation: Resignations are effective upon receipt by the Secretary (or receipt by the Chair or other officer if the Secretary is resigning) of written notification or a later date if provided in the written notification.

- Section 6.05 Removal: One or more officers may be removed by the Board at a meeting called for that purpose, with or without cause.
- Section 6.06 Vacancies: Vacancies existing by reason of resignation, death, incapacity or removal before the expiration of a term may be filled by the Board for the remainder of the unexpired term.

ARTICLE VII INDEMNIFICATION

- Section 7.01 Indemnification. Any person who was or is a director or officer of the Corporation or who, while a director or officer of the corporation, is or was serving at the corporation's request as a director, officer, partner, trustee, employee, or agent of another entity, may be indemnified by the Corporation against all liabilities and expenses reasonably incurred by him or her arising out of or in connection with any threatened, pending, or completed civil action, arbitration, mediation, administrative proceeding, criminal prosecution, and investigatory action pursuant to D.C. Code Title 29, Chapter 4, Subchapter VI, Part E.
- Section 7.02 Contractual Rights of Other Persons. Nothing contained in this Article VII shall affect any right to indemnification to which persons other than directors and officers of the corporation, or any subsidiary hereof, may be entitled by contract or otherwise.
- Section 7.03 Insurance. The board of directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the corporation against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the corporation would have the power to indemnify the agent against that liability under the provisions of this Article VII; provided, however, that the corporation shall not have the power to purchase and maintain such insurance to indemnify any agent of the corporation where such indemnification would be prohibited by law.

ARTICLE VIII FINANCIAL ADMINISTRATION

- Section 8.01 Fiscal Year: The fiscal year of the Corporation shall be January 1 to December 31 but may be changed by resolution of the Board.
- Section 8.02 Checks, Drafts, and Contracts: The President shall be authorized from time to time on the Corporation's behalf to sign checks, drafts, or other orders for payment of money; to sign acceptances, notes, or other instruments of

indebtedness; to enter into contracts; or to execute and deliver other documents and instruments.

- Section 8.03 Annual Financial Statements: Complete financial statements shall be presented to and reviewed by the Board after the close of each fiscal year.

ARTICLE IX CONFLICT OF INTEREST POLICY

- Section 9.01 Purpose: The purpose of the conflict of interest policy is to protect the Corporation's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Corporation or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable Corporations.

- Section 9.02 Policy: Anyone making decisions on behalf of the Corporation should always act based on the best interests of the organization, and no individual associated with the Corporation should use her position for personal benefit, for the benefit of friends or relatives, or to further any outside interests or personal agenda. This standard applies to all transactions and decisions, whether or not covered by the detailed policies and procedures below.

- Section 9.03 Definitions

(A) An interested person may be a director, officer, member of a committee or staff member of the Corporation.

(B) A potential conflict of interest exists whenever the personal, professional or financial interest of an interested person is opposed to that of the organization, or when such an interest or any conflicting fiduciary duty might influence the interested person's actions and judgment on behalf of the Corporation. A potential conflict also exists when there is an appearance that an interested person's actions may be influenced by a competing interest or duty.

(C) A conflict of interest exists whenever an interested person's competing interest or fiduciary duty is substantial enough that the interested person cannot reasonably be expected to exercise independent judgment and take action in the best interest of the corporation.

Conflicts of interest most frequently arise in (but are in no way limited to) the context of:

- decisions about an interested person's compensation (as a contractor or employee);
- decisions about transactions with entities in which an interested person holds an ownership interest;
- decisions about transactions with an entity by which an interested person is employed.

Conflicts (or the appearance of conflicts) may also arise when the corporation is contemplating a transaction with a close relative or domestic partner of an interested person, or any entity in which such a related person has an ownership interest or which employs such a person.

Conflicts of interest will generally not be considered to arise when the potential benefit to the interested person is tenuous or remote, such as an interested person with investments in a mutual fund, which holds a small amount of stock in a particular company. In addition, the fact that an interested person is also a director, officer, member or volunteer of a not-for-profit organization that obtains or seeks funds from institutions or individuals from which the Corporation also obtains or seeks funds shall not by itself be deemed to be a conflict of interest if there are otherwise no indications that the interested person has a conflict of interest.

Section 9.04 Procedure: Board: Whenever a director, officer, or committee member becomes aware of a potential conflict of interest, whether financial or otherwise, s/he shall make the situation known to the board or committee (as the case might be) and provide all facts material to understanding the nature and scope of the conflict, including whether the interested person believes his or her ability to make an independent decision based solely on the best interest of the corporation has been compromised. If the interested person involved does not make this disclosure, another director or committee member with knowledge of the potential conflict should draw it to the body's attention.

The interested person with the potential conflict must retire from the meeting and not participate in final discussion and voting on the existence of the conflict. If a conflict is found to exist, the interested person may be invited to provide any relevant information that could be of use to the board in making its decision, but shall again retire and not participate in the final discussion and voting regarding the transaction. The board or committee's decision shall be based on consideration of whether the transaction:

- a. is in the organization's best interest and for its own benefit;
- b. is fair and reasonable to the organization; and
- c. is the most advantageous transaction or arrangement the organization can obtain with reasonable efforts under the circumstances.

Section 9.05 Annual Distribution, Acknowledgment And Disclosure: This conflict of interest policy shall be distributed annually to all directors, officers, and members of board committees. All covered individuals shall sign an annual acknowledgment that they have received a copy of this policy, understand it, and agree to abide by its terms.

ARTICLE X COMPENSATION POLICY

Section 10.01 Compensation Policy. In establishing appropriate compensation levels, whether as employees or under contractual arrangements, for an individual who is a Director, officer, member of a committee with Board-delegated powers, or anyone else exercising substantial influence over the Corporation, the Board or committee shall: (i) recuse and exclude any persons who receive directly or indirectly a substantial portion of their income from the Corporation; (ii) rely on appropriate comparative data, including comparable agreements in similar organizations; compensation levels for similar positions in both exempt and taxable organizations; and regional economic data; (iii) document the bases upon which the Board (or committee) relies for its compensation determinations; and (iv) record the names of the persons who were present for discussions and votes relating to the compensation and tallies of any votes taken during consideration of the compensation.

Section 10.02 Compensation Committee. The Board, may, if it chooses, establish a compensation committee as provided in Section 4.01 to set appropriate levels of compensation. A compensation committee shall consist solely of disinterested persons with respect to the transaction in question and shall follow the above-outlined procedures.

Section 10.03 Shared Employees. For any employees shared by the Corporation and another organization, the Board may, if it chooses, adopt a policy that compensation for some or all such employees shall be at an amount set by the other organization, but only if the Board of the Corporation determines that the other organization has adopted and complies with a policy and procedures to ensure that compensation arrangements and benefits are reasonable and based on competent survey information.

Section 10.04 Periodic Reviews. To help ensure the Corporation avoids private inurement, impermissible private benefit, and excess benefit transactions, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include (i) whether compensation arrangements and benefits are reasonable and set in accordance with Section 10.01; and (ii) whether partnerships, joint ventures, and arrangements with management corporations conform to the Corporation's written policies, are properly recorded, reflect reasonable investment or payments for

goods and services, further charitable purposes, and do not result in inurement, impermissible private benefit, or an excess benefit transaction.

Section 10.05 Use of Outside Experts. When setting compensation pursuant to Section 10.01 or conducting the periodic reviews as provided for in Section 10.04, the Corporation may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of its responsibility for ensuring that compensation is reasonable and that periodic reviews are conducted.

ARTICLE XI RECORDS

Section 11.01 Recordkeeping: The Secretary or his or her designee shall keep or cause to be kept adequate minutes of all Board meetings and all meetings of committees with Board-delegated powers that shall, at a minimum, contain (i) in general, the names of those in attendance, any resolutions passed, and the outcomes of any votes taken; (ii) with regard to potential conflicts of interest, the names of the persons who disclosed or otherwise were found to have an interest in connection with an actual or possible conflict of interest, the nature of the interest, any action taken to determine whether a conflict of interest was present, and the Board's or committee's decision as to whether a conflict of interest in fact existed; (iii) the names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings. The Corporation shall maintain and keep as permanent records the following documents: minutes of all meetings of the Board; a record of all actions taken by the Directors without a meeting; a record of all actions taken by committees of the Board on behalf of the Corporation; and appropriate accounting records.

Section 11.02 Public Disclosure: After receiving IRS recognition of its federal tax-exemption, the Corporation shall keep available for public inspection at its principal place of business and any branch office copies of the exemption application as filed (including all correspondence with the IRS) and any Form 990 (information tax return) filed within the past three years. Names and identifying information of contributors shall be redacted from publicly available copies of any Form 990. In addition, as required by the tax code and regulations, the Corporation shall either (i) make such materials widely available to the public, such as by posting on the Internet, or (ii) provide copies of the materials to any member of the public making a request in person during normal business hours or in writing. This public disclosure obligation shall be no broader than required by law and shall not apply, for example, if the Corporation is the target of a campaign of harassment.

ARTICLE XII
AMENDMENT OF BYLAWS

Section 12.01 Amendments: These Bylaws may be amended by a majority vote of the entire Board, provided seven (7) days prior notice is given of the proposed amendment or provided all members of the Board waive such notice, or by unanimous consent in writing without a meeting pursuant to Section 3.10.

Form **5768**

(Rev. September 2009)

Department of the Treasury
Internal Revenue Service**Election/Revocation of Election by an Eligible
Section 501(c)(3) Organization To Make
Expenditures To Influence Legislation**

(Under Section 501(h) of the Internal Revenue Code)

For IRS
Use Only ►

Name of organization

Center for Global Policy Solutions

Employer identification number

45 4856194

Number and street (or P.O. box no., if mail is not delivered to street address)

1830 11th Street NW

Room/suite

Suite 1

City, town or post office, and state

Washington, DC 20001

ZIP + 4

- 1 Election**—As an eligible organization, we hereby elect to have the provisions of section 501(h) of the Code, relating to expenditures to influence legislation, apply to our tax year ending **12/31/2012** and all subsequent tax years until revoked. (Month, day, and year)

Note: This election must be signed and postmarked within the first taxable year to which it applies.

- 2 Revocation**—As an eligible organization, we hereby revoke our election to have the provisions of section 501(h) of the Code, relating to expenditures to influence legislation, apply to our tax year ending _____ (Month, day, and year)

Note: This revocation must be signed and postmarked before the first day of the tax year to which it applies.

Under penalties of perjury, I declare that I am authorized to make this (check applicable box) ☒ election ☐ revocation on behalf of the above named organization.

Maya Rockeymoore, President

(Signature of officer or trustee)

(Type or print name and title)

(Date)

General Instructions

Section references are to the Internal Revenue Code.

Section 501(c)(3) states that an organization exempt under that section will lose its tax-exempt status and its qualification to receive deductible charitable contributions if a substantial part of its activities are carried on to influence legislation. Section 501(h), however, permits certain eligible section 501(c)(3) organizations to elect to make limited expenditures to influence legislation. An organization making the election will, however, be subject to an excise tax under section 4911 if it spends more than the amounts permitted by that section. Also, the organization may lose its exempt status if its lobbying expenditures exceed the permitted amounts by more than 50% over a 4-year period. For any tax year in which an election under section 501(h) is in effect, an electing organization must report the actual and permitted amounts of its lobbying expenditures and grass roots expenditures (as defined in section 4911(c)) on its annual return required under section 6033. See Part II-A of Schedule C (Form 990 or Form 990-EZ). Each electing member of an affiliated group must report these amounts for both itself and the affiliated group as a whole.

To make or revoke the election, enter the ending date of the tax year to which the election or revocation applies in item 1 or 2, as applicable, and sign and date the form in the spaces provided.

Eligible organizations. A section 501(c)(3) organization is permitted to make the election if it is not a disqualified organization (see below) and is described in:

1. Section 170(b)(1)(A)(ii) (relating to educational institutions),
2. Section 170(b)(1)(A)(iii) (relating to hospitals and medical research organizations),
3. Section 170(b)(1)(A)(iv) (relating to organizations supporting government schools),
4. Section 170(b)(1)(A)(vi) (relating to organizations publicly supported by charitable contributions),
5. Section 509(a)(2) (relating to organizations publicly supported by admissions, sales, etc.), or
6. Section 509(a)(3) (relating to organizations supporting certain types of public charities other than those section 509(a)(3) organizations that support section 501(c)(4), (5), or (6) organizations).

Disqualified organizations. The following types of organizations are not permitted to make the election:

- a. Section 170(b)(1)(A)(i) organizations (relating to churches),

b. An integrated auxiliary of a church or of a convention or association of churches, or

c. A member of an affiliated group of organizations if one or more members of such group is described in a or b of this paragraph.

Affiliated organizations. Organizations are members of an affiliated group of organizations only if (1) the governing instrument of one such organization requires it to be bound by the decisions of the other organization on legislative issues, or (2) the governing board of one such organization includes persons (i) who are specifically designated representatives of another such organization or are members of the governing board, officers, or paid executive staff members of such other organization, and (ii) who, by aggregating their votes, have sufficient voting power to cause or prevent action on legislative issues by the first such organization.

For more details, see section 4911 and section 501(h).

Note. A private foundation (including a private operating foundation) is not an eligible organization.

Where to file. Mail Form 5768 to the Department of the Treasury, Internal Revenue Service Center, Ogden, UT 84201-0027.

Part I. Question 7.

Elizabeth Kingsley
Harmon, Curran, Spielberg & Eisenberg LLP
1726 M Street NW, Suite 600
Washington, DC 20036

Please see attached duly executed Power of Attorney and Declaration of Representative (Form 2848) for more information.

Part IV. Narrative Description of Your Activities

BACKGROUND

Understanding the intersection of race, class, age, and gender and its relevance for policy and programs is especially important given global demographic shifts. In the U.S., the Census Bureau reports that children of color are already the majority of all babies born in the U.S. and that people of color are projected to become a majority of the U.S. population by the year 2042. This means that the very populations that have experienced a history of social exclusion and socio-economic deprivation will be largely responsible for driving the nation's future productivity. If the U.S. wants to regain and maintain a high standard of living, policies and programs should be crafted to close disparities experienced by these populations while building their health, education, and economic well-being, and capacity to be productive over the next few decades and beyond. In the international sphere, there are populations--often women and ethnic minorities--who are most often exposed to poverty, poor health, educational deprivation, and civic disenfranchisement.

The goal of Center for Global Policy Solutions ("CGPS") is to advance evidence-based policy and program solutions that are responsive to the needs and reflective of the experiences of vulnerable populations in the U.S. and abroad. CGPS seeks to achieve this goal by pursuing the following objectives: 1) To develop programs and policy information and tools that integrate a race, ethnic, class, age, and gender lens; 2) To educate policymakers, community-based organizations, the media, and target populations about how policies affect or can be crafted to better support diverse and vulnerable population groups; and 3) To develop empowerment programs that meet the education, health, income security, and civic needs of vulnerable populations in the U.S. and abroad.

ACTIVITIES

The Center for Global Policy Solutions has a three-pronged implementation strategy: policy analysis and research, program development, and strategic communications. On the policy analysis and research side, CGPS will conduct research and develop materials that assess the implications of proposed and existing policies and that offer new policy solutions based on identified gaps.

The following is an in-depth description of our programs and activities and a percentage of how much time and energy is spent on each aspect of our programming.

Global Policy Fellows Program (20%)

To help facilitate production of key materials, CGPS proposes to identify and recruit the world's most distinguished policy thinkers on issues pertaining to health, education, income security, and the intersection of race, age, ethnicity, gender, class, and culture. The selected individuals would become fellows affiliated with the Center for Global Policy Solutions for one year. For a stipend, they would be required to produce policy products, such as fact sheets, issue briefs, and op-eds, and participate in convenings, webinars, radio, and television interviews. To qualify for a fellowship, the selected individuals would already have a body of policy-relevant work (e.g., dissertation, book(s), paper(s), etc.) related to CGPS policy priorities. Ideal candidates would likely be based in academic, advocacy, or community-based/non-governmental organizations and looking for more visible ways to share their insight with policy-makers, the media, and public. Fellows are not required to be housed at CGPS and can maintain their affiliation with their current employers. Upon selection, the fellows would undergo media training and receive instruction on how to write op-eds, fact sheets, issue briefs, or reports. During the fellowship, CGPS staff would provide administrative support and work with fellows to ensure that their policy products are of the highest quality. Once developed, CGPS will aggressively disseminate their products among policy-makers and staff and work to place fellows in the media. After the fellowship's completion, fellows will be asked to join a policy speaker's bureau and become part of a community of experts joined together by a Global Policy Fellows Facebook page and future convenings designed to facilitate policy planning and discussion.

Ultimately, CGPS is seeking to develop a cadre of issue experts who become adept at conducting health, education, and income security analysis using a diversity lens. Contrary to the "ivory tower" approach of academia or traditional think tanks, these fellows would be trained to use their products to advance desired policy strategies and outcomes that support and empower vulnerable populations. In addition to providing fellows with additional skills, tools, and contacts, it is our expectation that former fellows will become influential players in the essential policy debates that shape democracies.

Program Development (40%)

CGPS will develop strategic programming in the areas of education, health, income security, and civic participation. In the area of education, our primary activity will include the development of a non-profit, web-based policy education service designed to assist advocates, policymakers, and citizens to understand public policies. CGPS will seek to make these online courses eligible for Career and Technical Education (CTE) credits so that those in professional settings can get professional development and continuing education credits. The civic participation programming seeks to expand youth civic education opportunities so that they can learn about how their government works and how they can participate in making change while receiving hands-on experience to reinforce the educational lessons. CGPS health programs will focus on educating vulnerable populations about the importance of primary prevention, such as childhood obesity

prevention. Income security programs will develop asset-building approaches to poverty prevention and wealth creation.

Communications & Outreach (20%)

On the strategic communications front, the Center for Global Policy Solutions seeks to establish three spheres of influence: 1) policymaker education; 2) media/public education; and, 3) organizational education. CGPS seeks to educate policy-makers and staff about the materials and tools available by disseminating monthly electronic newsletter updates. These electronic communications will highlight policy products, supporting opinion editorials, and other multi-media (e.g., videos) focused on income and health security issues. Their content will be relevant to policy items of interest to Congress and will be distributed to staff based on congressional committee assignments, membership on congressional caucuses, and/or representatives of certain geographical areas.

Additionally, the CGPS seeks to organize in-person and webinar briefings focused on income, education, and health security issues. These briefings would feature diverse experts who would highlight information that educates policymakers about the interplay between policy and demographic diversity. CGPS recognizes that some of these activities may constitute lobbying and will comply with the limits and definitions of lobbying described in Internal Revenue Code.

Outreach to the media and the public is integrally intertwined and represents another target for strategic communications. On the media side, the Center for Global Policy Solutions would seek to release major research reports that would include press releases, targeted media pitches and placements in mainstream and niche press outlets, and online promotion of the product using webinars and social media. The briefings will be timed to coincide with the release of reports. At times, CGPS would also subcontract to a communications firm to provide media training for fellows and to place them and other CGPS experts in the media to discuss the critical issues.

Another, often overlooked, phenomenon is that community-based organizations serving vulnerable populations (particularly those that do not have a presence inside Washington, D.C.) are often the last to know about how laws affect their constituents or how the organizations themselves could be helped or harmed by policies. CGPS would utilize webinars to provide information and policy training to organizations that have a stake in the policies recently adopted or under consideration. We believe that this approach would position these organizations to be better informed and would enable them to best position themselves and those they serve vis-à-vis the policy alternatives, opportunities, and threats. If they so desire, representatives from these organizations can sign up to receive the electronic newsletter updates discussed above in order to remain informed.

GlobalPolicy.TV (20%)

Integrated with the Center for Global Policy Solutions website, GlobalPolicy.TV (GPTV) will be the platform through which CGPS will host and disseminate its interactive policy content. Featuring a lineup of America's most diverse and compelling policy experts, GPTV is designed

to be a new resource on vital policy issues—one that raises the voices of a diverse audience and speaks directly to our nation’s policymakers. The site will be a “public square” of sorts, providing visitors with insight into our nation and our world from the perspective of thought leaders not often heard in the mainstream media.

Additionally, GlobalPolicy.TV would become a one-stop-shopping destination for interactive, multi-media policy content. All CGPS products will be placed on this site and online promotions will direct people back to this site for further information. Furthermore, visitors will be encouraged to engage the content by writing comments and sharing content through their own social networks. The Center for Global Policy Solutions will also establish information-sharing agreements with other websites in an effort to broaden exposure to the information. In addition to traditional media outreach, we expect that the web would be another important vehicle for sharing policy information with target communities.

Part V. Question 1a and 3a.

The salaries of the employees of CGPS is allocated between CGPS and Global Policy Solutions LLC, a closely connected entity described in Part VIII, Question 15, based on percent of time spent on activities. The amounts reported in Part IX of the form 1023 reflect the allocable portion, while the amounts listed below are the totals.

BOARD OF DIRECTORS

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| Name | Dr. Carroll Estes |
| Title | Director; Board Chair |
| Address | 1427 Leslie Road Healdsburg, California 95448 |
| Compensation | \$0 |
| Qualifications | Dr. Carroll Estes is professor emeritus at the University of California San Francisco where she directed the Department of Sociology's Institute for Health and Aging for more than two decades. A pioneer on the political economy of aging and an expert in Social Security and Medicare, Dr. Estes has authored and/or co-authored eight books. In 1979, Carroll wrote The Aging Enterprise, a book that is still frequently cited today. Her book, The Long Term Care Crisis, was named Choice Magazine's top 100 most important books in 1994. Her most recent books include Social Policy and Aging: A Critical Perspective (Sage, 2001) and Social Theory, Social Policy and Aging (Open University Press, 2003). |
| Average Hours | 10 hours annually |
| Duties | The Chair presides at all meetings of the board of directors and oversees all of the affairs of the Corporation in accordance with policies and directives approved by the board of directors. As a |

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| | director, Dr. Estes oversees the activities of the organization and makes policies that further the purposes of the organization, pursuant to District of Columbia and federal law. |
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| Name | Dr. Viviana Abreu-Hernandez |
| Title | Director; Secretary |
| Address | 1199 SEIU Training and Employment Funds 330 West 42nd Street New York, NY 10036 |
| Compensation | \$0 |
| Qualifications | Dr. Viviana Abreu-Hernandez currently serves as the Director of Research and Programs for the 1199 Chapter of the Service Employees International Union in New York City. Prior to this position, she was the Executive Director of the Puerto Rico Council on Higher Education (PRCHE), the governmental agency in charge of developing higher education policy on the Island. In this position she issued licenses to higher education institutions to operate as such, developed research about relevant issues in higher education, and developed initiatives to improve the performance of higher education institutions to achieve better student success. She also served as the Associate Director of the Division of Licensing and Accreditation, a position that focused on the quality, access, affordability, and accountability of higher education in Puerto Rico and the United States, without overlooking the diverse developments and changes in education in Europe and Latin America. |
| Average Hours | 10 hours annually |
| Duties | As a director, Dr. Abreu-Hernandez oversees the activities of the organization and makes policies that further the purposes of the organization, pursuant to District of Columbia and federal law. |

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| Name | Andricus Hutcherson |
| Title | Director; Treasurer |
| Address | Andricus Hutcherson 6326 South Drexel Ave. Unit 3 Chicago, IL 60637 |
| Compensation | \$0 |
| Qualifications | Andricus Hutcherson is currently pursuing his doctoral degree in Sociology at the University of Illinois Chicago. Prior to returning to academia, Andricus served at the Associate Director of Research and Planning at Chicago's Kennedy-King College where he led the accreditation efforts for the college. Prior to that Andricus worked at the Development Coordinator at the Global Center for International |

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| | Development at the United Negro College Fund Special Programs Corporation (UNCFSP) where he supported the efforts of historically black colleges and universities (HBCUs) to solve economic, social, and environmental problems in developing countries. A consummate program manager, Andricus fostered partnerships with nongovernmental organizations, private-sector companies, government agencies, and other groups to cultivate involvement in international development projects. His other experiences—as a legislative aide for Congressman Danny Davis and a research analyst in the World Bank’s urban development division—furthered his interest in community development and led him ultimately to international development. |
| Average Hours | 10 hours annually |
| Duties | The Treasurer shall be responsible for all funds and securities of the Corporation. He or she shall keep or cause to be kept complete and accurate accounts of receipts and disbursements of the Corporation and shall deposit or cause to be deposited all monies and other valuable property of the Corporation in the name and to the credit of the Corporation in such banks or depositories as the Board of Directors may designate. Whenever required by the Board of Directors, the Treasurer shall render a statement of accounts. He or she shall at all reasonable times exhibit the books and accounts to any officer or Director of the Corporation and shall perform or delegate and supervise the performance of all other duties incident to the office of Treasurer, subject to the supervision of the Board. The Treasurer shall, if required by the Board of Directors, give such bond or security for the faithful performance of his or her duties as the Board may require, for which the Treasurer shall be reimbursed. As a director, Mr. Hutcherson oversees the activities of the organization and makes policies that further the purposes of the organization, pursuant to District of Columbia and federal law. |

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| Name | James "Jim" Carr |
| Title | Director |
| Address | National Community Reinvestment Coalition 727 15th Street NW, Suite 900 Washington, DC 20005 |
| Compensation | \$0 |
| Qualifications | James "Jim" Carr is chief operating officer for the National Community Reinvestment Coalition (NCRC), a national association of 600 local development organizations dedicated to improving the flow of capital to communities and promoting economic mobility. He is also a visiting professor at Columbia University and a member of the Insight Experts of Color Network . Prior to his appointment to |

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| | NCRC, Jim was senior vice president for financial innovation, planning and research for the Fannie Mae Foundation and vice president for housing research at Fannie Mae. He has also held posts as assistant director for tax policy with the U.S. Senate Budget Committee and as research associate at the Center for Urban Policy Research at Rutgers University. Jim has served as an international advisor on financial modernization and housing finance to China, Mexico, Turkey, and Colombia. He has also served on Congressional delegations to South Africa and Ghana on housing and economic development. He has published and lectured extensively on housing and urban policy, housing finance, community reinvestment, personal financial services and state and local finance. Jim is former editor of the scholarly journal Housing Policy Debate, which received the 1996 Award of Excellence from Washington EdPress for editorial excellence. His recent books include Replicating Microfinance in the United States and Segregation: The Rising Costs for America. Jim has appeared on CNN, FOX News, CNBC, Bloomberg TV, PBS and National Public Radio. Jim has earned numerous professional and academic honors and Awards, including the Alpha Rho Chi Bronze Leadership Medal and the American Society of Planning Officials Fellowship. |
| Average Hours | 10 hours annually |
| Duties | As a director, Mr. Carr oversees the activities of the organization and makes policies that further the purposes of the organization, pursuant to District of Columbia and federal law. |

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| Name | Maya Rockeymoore |
| Title | Director; President |
| Address | 1830 11th Street NW, Suite 1 Washington, DC 20001 |
| Compensation | \$165,000 |
| Qualifications | <p>Dr. Maya Rockeymoore leads Global Policy Solutions, a Washington, DC-based policy firm that works to create and advance social change strategies for the world.</p> <p>A former Adjunct Professor in the Women in Politics Institute at American University, Maya has also served as the Vice President of Research and Programs at the Congressional Black Caucus Foundation (CBCF), Senior Resident Scholar at the National Urban League, Chief Of Staff to Congressman Charles Rangel (D-NY), Professional Staff on the House Ways and Means Committee, and as a CBCF Legislative Fellow in the office of Congressman Melvin Watt (D-NC) among other positions.</p> |

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| | <p>Maya's areas of expertise include health, social insurance, income security, education, women's issues and youth civic participation. She is the author of <i>The Political Action Handbook: A How to Guide for the Hip-Hop Generation</i> and co-editor of <i>Strengthening Community: Social Insurance in a Diverse America</i> among many other articles and chapters. Rockey Moore serves on the board of the National Committee to Preserve Social Security and Medicare and the National Association of Counties and is a member of the National Academy of Social Insurance. The recipient of many honors, she was named an Aspen Institute Henry Crown Fellow in 2004 and is the recipient of Running Start's 2007 Young Women to Watch Award.</p> <p>A regular guest on radio and television shows, Maya has appeared on NPR, CNN, Black Entertainment Television, ABC World News Tonight, Fox News, Al Jazeera and C-SPAN. Her opinions have also been quoted by the New York Times, Washington Post, USA Today, LA Times, Boston Globe, Black America Web, and Houston Chronicle among other prominent national news sources.</p> |
| Average Hours | 40 hours per week |
| Duties | <p>The President shall serve as CEO, and shall supervise the affairs of the Corporation in accordance with the policies and directives approved by the Board of Directors. The President shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time prescribe. Overall project direction for CGPS is provided by Dr. Maya Rockey Moore. Dr. Rockey Moore will provide strategic direction for the organization, oversee the work of program staff and consultants/contractors, contribute to the production and review of policy products, serve as a public speaker/commentator, build relationships with key audiences, and seek additional opportunities to expand organizational support. As a director, Ms. Rockey Moore oversees the activities of the organization and makes policies that further the purposes of the organization, pursuant to District of Columbia and federal law.</p> |

HIGHEST COMPENSATED EMPLOYEES

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| Name | Akilah Watkins-Butler |
| Title | Deputy Director |
| Address | 1830 11th Street NW, Suite 1 Washington, DC 20001 |
| Compensation | \$100,000 |
| Qualifications | Akilah Watkins-Butler serves as deputy director of Global Policy Solutions, where she provides project management and general oversight to the daily operations of the team. Her policy expertise |

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| | <p>spans a range of related arenas, including economic development, health, and family formation and she is trained in the practices of policy analysis, evaluation, research and program management.</p> <p>Akilah joined the Global Policy Solutions team after serving as Chief Executive Officer of the Twinlineal Institute, a research institute dedicated to researching and solving issues related to marginalized communities. In this position, Akilah wrote, published and distributed the book, <i>The Love Ethic</i>, which focused on family and personal relationships as a tool for self-discovery. The book was voted as one of the top books of 2009 by blackboxoffice.com and profiled at the 2009 Congressional Black Caucus annual conference in Washington, DC in 2009.</p> <p>Prior to the Twinlineal Institute, Akilah served as Program Officer at the Community Foundation for Greater Atlanta and lead their Metropolitan Atlanta Youth Opportunities Initiative, a three-year initiative created to ensure the success of youth transitioning out of foster care. While there, she created a state-wide policy, which included Individual Development Accounts (IDAs) for all transitioning youth. In 2004, she directed the Community Foundation's \$3 million dollar community development fund, which provided grants, technical assistance, local and national resources to low-income neighborhood residents. Under her tenure, she developed a scholarship fund for neighborhood leaders to further develop their skills by partnering with educational institutions such as Emory University and the University of Georgia. Furthermore, Akilah directed a 12-month community health research project in partnership with Kaiser Permanente and the Atlanta Falcon Youth Foundation to combat the epidemic of youth obesity in 10 low-income metropolitan Atlanta neighborhoods.</p> <p>Akilah has earned her undergraduate degree at Empire State College in community and human services. Also, she is an alumnus of Southern New Hampshire University earning two Masters degrees: community economic development and business education. Presently, Akilah is a national Ford Foundation fellow completing her PhD in sociology at the University of Illinois.</p> |
| Average Hours | 40 hours per week |
| Duties | <p>Akilah Watkins-Butler, Deputy Director (.60 FTE), will be responsible for providing strategic program and policy management, and leading evaluation activities. Ms. Watkins-Butler will have day-to-day responsibility for managing the execution of grant deliverables, staying abreast of deadlines and requirements, developing program reports, and assisting in the development of program materials and</p> |

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| | tools. Ms. Watkins-Butler will also oversee the fellows program with the assistance of a project manager and will contribute to the development of policy products. |
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| Name | Andrew Sousa |
| Title | Communications Director |
| Address | 1830 11th Street NW, Suite 1 Washington, DC 20001 |
| Compensation | \$100,000 |
| Qualifications | <p>Andrew Sousa is the communications director for Global Policy Solutions. For more than a decade, Andrew has been developing and implementing short and long-range communications strategies to further the overall goals of public, private, and non-profit organizations. Prior to joining Global Policy Solutions, he led communications strategies for the Asian & Pacific Islander American Health Forum (APIAHF) and Health Through Action, a five-year capacity-building project with 18 grantees in 15 states. Prior to APIAHF, Andrew directed the public relations efforts for MZA Events (the organizers of the AIDS Walks in New York, San Francisco, and Los Angeles), and served as vice president, chief of communications for Operation HOPE, a national non-profit working to eradicate poverty through financial literacy education and the economic development of underserved communities.</p> <p>Andrew directed public relations on a broad range of issues as press secretary for US Congresswoman Barbara Lee, raising her visibility as a leader in the fight against HIV/AIDS. He also managed local, national, and international media strategy following her controversial solo vote against a broad use of force resolution passed by the US Congress following the terrorist attacks of September 11, 2001. Andrew holds a BA in History and Sociology from UC Santa Cruz and an MA in Communications from American University in Washington, DC.</p> |
| Average Hours | 40 hours per week |
| Duties | <p>Andrew Sousa, the communications director (.60 FTE) will be responsible for leading the development and implementation of the overall communications strategy and plan. This includes reaching out to the media and drafting press releases and op-eds, overseeing management of the GPTV site, leading the social media strategy, working with GPS staff and fellows to coordinate messages, providing coverage support for events and publications, monitoring/tracking media placements/hits, and providing media-related technical assistance to grantees.</p> |

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| Name | Shannon Glynn |
| Title | Policy and Program Associate |
| Address | 1830 11th Street NW, Suite 1 Washington, DC 20001 |
| Compensation | \$60,000 |
| Qualifications | <p>Shannon Glynn feeds her passion for education and nutrition policy as the policy and programs associate for Global Policy Solutions, where she is responsible for research, policy tracking, and program development for clients, focusing primarily on education, health, wellness, and nutrition policy. Through policy research, analysis and development, Shannon seeks to influence social change at the federal, state, and local level.</p> <p>Shannon served as a legislative assistant in the Office of U.S. Representative Ron Kind, where she advised the Congressman on wide range of issues, including health, wellness, education, and nutrition legislative initiatives.</p> <p>She was instrumental in bringing together community groups and congressional offices to successfully pass the FIT Kids Act through the House of Representatives and drafted legislation that comprehensively addresses the obesity epidemic through prevention, medical attention, nutrition, attention to the built environment, and greater physical activity options. It was the first bill to be introduced in the House of Representatives to address obesity by assisting community based organizations and providing families with the tools and opportunities to make healthy choices and physical activity.</p> <p>She also worked with the National Wildlife Federation and YMCA to introduce the Healthy Kids Outdoors Act, which provides grants and incentives to states and community coalitions to increase spaces for kids to get outside and to get entire families connected with nature.</p> <p>A Wisconsin native, Shannon received her B.A. from the University of Wisconsin-La Crosse.</p> |
| Average Hours | 40 hours per week |
| Duties | Shannon Glynn, the Health Policy Associate (.75 FTE) will be responsible for conducting research and policy analysis in the areas of Medicare, Medicaid, health disparities, health reform, and other related areas. S/he will produce fact sheets, issue briefs, and will contribute toward the development of health policy content that will be promoted online. |

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| Name | Elizabeth Hinman |
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| Title | Outreach Associate |
| Address | 1830 11th Street NW, Suite 1 Washington, DC 20001 |
| Compensation | \$54,000 |
| Qualifications | <p>As the advocacy and outreach associate for Global Policy Solutions, Elizabeth Hinman works closely with clients, policymakers, coalitions and others to advance policy goals on a wide-range of policy issues.</p> <p>Prior to joining Global Policy Solutions, Elizabeth has worked in both the corporate and non-profit sectors on a variety of policy and advocacy issues, including public health and economic development. Most recently she managed a broad coalition of public-private partners in securing funding for one of the largest federal stimulus grants to support transportation infrastructure.</p> <p>Elizabeth has expertise in organizational and policy analysis, public affairs and applied politics, communications and advocacy, and social policies and programs. She has conducted extensive legislative and policy research and helped devise successful messaging strategies to champion organizational policy positions.</p> <p>A Virginia native, Elizabeth received her BA from the College of William & Mary and her MPP from American University.</p> |
| Average Hours | 40 hours per week |
| Duties | <p>Elizabeth Hinman, the advocacy and outreach associate (.80 FTE) will develop and lead advocacy campaigns, contribute to GPTV oversight, serve as a liaison to NPOs, attend and organize partner meetings, state advocacy networks and regional staff in key states. She will be responsible for organizing briefings/webinars, following key policies and events in the states, developing a dissemination strategy in the states (including developing action alerts to disseminate key information and data) and tracking how the information is used.</p> |

Part V. Question 5a.

CGPS has adopted a conflict of interest policy consistent with the sample. A copy is enclosed as a part of the organization's bylaws.

Part V. Question 6a & 6b.

CGPS reserves the right to distribute bonuses and other incentive pay depending on employee performance and organizational financial resources.

Part V. Question 7a.

CGPS President Maya Rockeymoore is compensated for her services as the President of CGPS. Her compensation, like any compensation that may be paid to other officers, directors, or highly compensated employees in the future, is set at a reasonable amount through the process described in the compensation policy that has been adopted by the board, a copy of which is attached as a part of the organization's bylaws.

Part V. Question 8b-f.

CGPS maintains employment agreements with its employees. Compensation is and will be set at a reasonable amount in accordance with the board-adopted compensation policy.

Part VI. Question 1a-b.

CGPS will provide online courses to foundations, organizations, and individuals in order to build their institutional capacity and knowledge. CGPS will also provide policy briefs, reports, and books that will be distributed to the public. Trainings and resources will not be limited to any set of individuals or groups beyond the requirement of registration fees, and will be open to the public.

Part VIII. Question 2a-b.

As described in the Narrative, CGPS will engage in a limited amount of lobbying (less than 5% of its activities) as a part of its charitable mission to educate policymakers and the public about the impact of proposed or enacted policies. It will comply with the limits and definitions of lobbying described in Internal Revenue Code sections 501(h) and 4911 and associated regulations and is making the election described in section 501(h) by including with this application a duly executed Form 5768.

Part VIII. Question 4a & 4d.

Planned fundraising activities include the pursuit of foundation grants, online donations, and email solicitations. Fees generated from our online courses will also contribute to our financial resources. CGPS has not yet identified specific states in which its fundraising activities will occur, but it expects that these activities may take place throughout the United States as well as with international philanthropic organizations. CGPS is aware of state laws requiring registration and reporting of charitable solicitation activities, and the organization will attempt to comply with all such applicable laws.

Part VIII. Question 10.

As described in the attached narrative of its activities, CGPS will produce written educational materials. This intellectual property will remain the property of CGPS. CGPS will use these materials to fulfill its charitable and educational mission and generally expects to make these materials publicly available at no charge.

Part VIII. Question 11.

CGPS will not solicit and does not expect to receive any such contributions, but the organization may accept such contributions if they are offered and if accepting them helps to accomplish the charitable and educational purposes of CGPS. CGPS anticipates that any such gifts it might accept would be made without any significant donor conditions, restrictions, or agreements.

Part VIII. Question 15.

CGPS will have a close relationship to Global Policy Solutions LLC, a policy consulting firm with a social change mission. Dr. Rockeymoore, the President and CEO of CGPS, is the sole member of the LLC. The two organizations will maintain a cost-sharing agreement and will split employee salaries according to time worked on various projects, including Dr. Rockeymoore's salary.

Part IX. Financial Data A. Statement of Revenues and Expenses

| Line 23. Itemized List of Other Expenses | | | |
|---|------------------|------------------|------------------|
| | 2012 | 2013 | 2014 |
| Office Operations | 68350 | 68291 | 69817 |
| Virtual Conferencing | 8663 | 8656 | 8849 |
| Travel | 115720 | 115621 | 118204 |
| Meeting Expenses | 28000 | 27976 | 28601 |
| Equipment | 4369 | 4365 | 4463 |
| Program Communications | 60000 | 59949 | 61288 |
| Other | 1200 | 1199 | 1226 |
| Contracts | 43200 | 43163 | 44127 |
| Leadership | 15000 | 14987 | 15322 |
| Indirect Costs | 89735 | 89658 | 91661 |
| | | | |
| Total | \$434,237 | \$433,865 | \$443,559 |

PAID TO : Internal Revenue Service
Filing Fees - Form 1023 application

| Inv# | Amt | Inv# | Amt |
|--------------|--------|------|-----|
| #1766 - 1023 | 850.00 | | |

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1726 M STREET, N.W., SUITE 600
WASHINGTON, DC 20036



WASHINGTON,
DC

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Acct No:

15-122/540

*** Eight Hundred Fifty ***** 00/100

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Jul 03, 2012

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Internal Revenue Service

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Executive Compensation Committee

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